



155 Mason Circle
Concord, CA 94520
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***BOARD OF TRUSTEES
MEETING***

****MONDAY, SEPTEMBER 11, 2023****

TIME: 7:00 PM

LOCATION:

District office located at **155 Mason Circle, Concord, CA 94520**

By teleconference at:

<https://us06web.zoom.us/j/94095162206?pwd=amp0UXhCSEt3a0Qxc2ludWJnVmVmZz09>

Meeting ID: 940 9516 2206

Passcode: 866980

Trustee attending by teleconference/Alternate location: Darryl Young, at Vicolo della Campanella, 14, 00186 Rome, Lazio, Italy.

Members of the public may participate in the meeting via teleconference or in-person.

Public comments may be submitted in advance of the meeting by emailing Paula Macedo at pmacedo@contracostamosquito.com. Alternatively, members of the public may offer spoken comments when public comment is requested, either at the beginning of the meeting as to non-agenda items, or regarding and agenda item at the time the item is considered. Comments shall be limited to three minutes per person, unless different time limits are set by the Chairperson.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Paula Macedo, General Manager, as early as possible, and at least 48 hours before the meeting at (925) 457-8464 or pmacedo@contracostamosquito.com.

Protecting Public Health Since 1927

BOARD OF TRUSTEES

President **DARRYL YOUNG** Contra Costa County \$ Vice President **PETER PAY** San Ramon \$ Secretary **DANIEL PELLEGRINI** Martinez
Antioch **WADE FINLISON** \$ Brentwood **Vacant** \$ Clayton **Vacant** \$ Concord **PERRY CARLSTON** \$ Contra Costa County **JIM PINCKNEY & CHRIS COWEN**
Danville **RANDALL DIAMOND** \$ El Cerrito **JIM DOLGONAS** \$ Hercules **DAMIAN WONG** \$ Lafayette **JAMES FITZSIMMONS** \$ Moraga **JAMES FRANKENFIELD** \$ Oakley **MICHAEL KRIEG**
Orinda **KEVIN MARKER** \$ Pinole **WARREN CLAYTON** \$ Pittsburg **RICHARD AINSLEY, PhD** \$ Pleasant Hill **JENNIFER HOGAN** \$ Richmond **CHRIS DUPIN** \$ San Pablo **Vacant** \$ Walnut Creek **Vacant**

AGENDA

1. CALL TO ORDER

- Roll Call
- Pledge of Allegiance

2.* AGENDA MANAGEMENT

3. PUBLIC INPUT ON NON-AGENDA ITEMS

This time is reserved for members of the public to address the Board relative to matters of the District NOT on the agenda. No action may be taken on non-agenda items unless authorized by law. Public comments may be submitted as specified above and will be limited to three minutes per person.

4.* CONSENT CALENDAR

Any item may be pulled from the Consent Calendar and separately considered at the request of any Trustee. All items may be acted on by a single motion.

- A. Minutes of the July 10, 2023 Board of Trustees Special Meeting
- B. Expenditures for June & July 2023
- C. Payroll Expenditures June & July 2023
- D. Investment Activity for June & July 2023
- E. Financial Report
- F. Updated 2023 Committee List

5. BOARD AND STAFF REPORTS

- A. Board
- B. General Manager
- C. Staff
- D. Legal Counsel

6. INFORMATION ITEMS

- A. Financial Report – Balance Sheet
- B. California CLASS
- C. Trustee Workshop
- D. Board Nomination and Election of Officers

7. BOARD COMMITTEE REPORTS

- A. Advance Planning Committee Report

8. CLOSING COMMENTS

This time is reserved for comments by Board members and/or staff and to identify matters for future Board business.

9. ADJOURNMENT

I hereby certify that the District Board of Trustee Agenda was posted 5 days before the noted meeting.

Christine Widger, Customer Service Specialist

Date

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

**SEPTEMBER 11, 2023 BOARD MEETING
STAFF REPORT**

1. No comment
- 2.* **AGENDA MANAGEMENT** – Consider order of items.
3. **PUBLIC INPUT ON NON-AGENDA ITEMS**
- 4.* **CONSENT CALENDAR**
 - A. Minutes of the July 10, 2023 Board of Trustees Special Meeting (*Pages 7-13*). Approval of Minutes 23-4, Board Special Meeting held on July 10, 2023.
 - B. Check Expenditures for payroll & accounts payable for June & July 2023 (*Pages 14-26* – Approval of expenditures of June 1, 2023 through July 31, 2023, including:

Accounts payable June 15th checks No. XXXX91 through No. XXXX99
Payroll June 30th checks No. XXXX01 through XXXX03
Accounts payable June 30th checks No. XXXX04 through No. XXXX19
Accounts payable July 14th checks No. XXXX02 through No. XXXX12
Payroll July 31st check No. XXXX13 through XXXX18
Accounts payable July 31st checks No. XXXX19 through No. XXXX33

Accounts Payable Total: \$229,060.48 Payroll Total: \$554.10
 - C. Direct Deposit Expenditures for payroll & accounts payable – Approval of payroll expenditures of June 1, 2023 through July 31, 2023, including:

Accounts payable June 15th E000003021 through E000003035
Accounts payable June 21st E000003036
Accounts payable June 30th E000003037 through E000003043
Payroll June 15th No. D000019311 through No. D000019343
Payroll June 30th No. D000019144 through No. D000019385
Payroll July 14th No. D000019386 through No. D000019418
Payroll July 31st No. D000019419 through No. D000019460
Accounts payable July 14th E000002401 through E000002415
Accounts payable July 31st E000002427 through E000002428

Accounts Payable Total: \$729,068.28 Payroll Total: \$365,324.17
 - D. Investment Activity for June and July 2023 (*Pages 27-29*)

- E. Financial Report (*Pages 30-31*)
- F. Updated 2023 Committee List – the committee list was updated to add Trustee Krieg as Chair of the Audit Committee (*Page 32*).

Recommendation – Approve the Consent Calendar.

5. BOARD AND STAFF REPORTS

- A. Board
- B. General Manager
- C. Staff – staff reports have been submitted and staff will be present to answer any questions (*Pages 33-51*).
- D. Legal Counsel

6. INFORMATION ITEMS

- A. Financial Report – Balance Sheet – Financial Administrator Martini had presented a draft version of the balance sheet to the Board at previous meetings. Martini and consultant Rick Wood will present the final version of the balance sheet, which will be part of the Board packet starting in November, and answer questions.
- B. California CLASS – One of the goals stated on the approved Five-Year Plan is to look into diversification of investments. According to the District’s Investment Policy, the objectives of the District’s investments are first to provide for the safety and security of all funds; second, to provide sufficient liquidity to meet the District’s cash requirements at all times; and third, to maximize yield in a diversified manner to the extent allowable by law, and consistent with prudent fiscal management. To fulfill the third objective, General Manager Macedo has looked at other opportunities to diversify some of the District’s investments and obtain a better yield while still exercising prudent fiscal management, and is ready to move forward with investing with CLASS. Because this vehicle is new to the Board, General Manager Macedo asked the California Special Districts Association’s Finance and Administrator Director Rick Wood to speak about California CLASS and answer questions from the Board.
- C. Trustee Workshop – Trustees have requested a special meeting in the form of a workshop to help promote better understanding of each trustee’s background and experience and conduct other business, such as the evaluation of Board roles, committees, and their composition. The Trustee Workshop is also one of the goals stated on the Five-Year Plan, with an approved timeline of the second semester of 2023 (and every year thereafter as an annual event). The Executive Committee discussed the format desired for the first workshop at their June 2023 meeting and the General Manager is looking for a facilitator and presenter, as well as a venue. Board President Young has asked for an item in the agenda to discuss possible dates and attendance before a final commitment to the vendors and venue.

- D. Board Nomination and Election of Officers – At the July 10, 2023 meeting, the Board discussed the eligibility requirements for Board officers, and asked the General Manager to present different options for discussion at the September 11, 2023 meeting. Based on the discussion, the General Manager will prepare a resolution to be considered at the November 2023 Board meeting.

Some questions and options to be discussed during the meeting:

Will there be an expectation that the Vice President (VP) will serve as President (P) the following year? Will there be a different set of requirements (if any) for VP and P?

Option 1 - no specific requirements, nominations come from the floor, Board votes

Option 2 – choose a set of requirements. The General Manager prepares a list of eligible candidates in December every year and provides to all trustees for January elections. Requirements to be considered:

Tenure – consider keeping the current requirement of 3 years (to account for trustee having been re-appointed, since initial appointment is for 2 years)

Attendance – consider attendance at 1/2 of the meetings or 2/3 of the meetings

Previous committee participation – consider whether to keep the requirement of chairing a committee (currently a requirement for President) or participation in at least 2 different committees.

Training – consider requiring that the nominee must be up to date with all mandatory training (currently Ethics and Harassment, Discrimination, Retaliation).

7. BOARD COMMITTEE REPORTS

- A. Advance Planning Committee Report - Trustee Pay, Chair of the Advance Planning Committee will report on the meeting held on July 17, 2023, in which General Manager Macedo presented the progress on the goals identified in the 5-year Plan (*Pages 52 - 65*). The committee discussed the progress and recommended changing the expected start date for the special project Emergency Planning (document page 13; e. #1) to 2024. The committee will be taking on this project and it will be in the agenda for discussion at the next committee meeting.

8. CLOSING COMMENTS

This time is reserved for comments by Board members and/or staff and to identify matters for future Board business.

9. ADJOURNMENT

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD MEETING
MINUTES NO. 23-7

A meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, July 10, 2023, at the District office at 155 Mason Circle, Concord, CA 94520.

TRUSTEES PRESENT Darryl Young, Vice President

Daniel Pellegrini, Secretary, Martinez
Perry Carlston, Concord
Warren Clayton, Pinole
Chris Cowen, Contra Costa County
Randall Diamond, Danville
Jim Dolgonas, El Cerrito
Chris Dupin, Richmond
Wade Finlinson, Antioch
Jim Fitzsimmons, Lafayette (remote)
Jennifer Hogan, Pleasant Hill
Michael Krieg, Oakley
Kevin Marker, Orinda
Peter Pay, San Ramon (remote)
Damian Wong, Contra Costa County

TRUSTEES ABSENT Richard Ainsley, Pittsburg
James Frankenfield, Moraga
Jim Pinckney, Contra Costa County

VACANCIES Brentwood
Clayton
San Pablo
Walnut Creek

OTHERS PRESENT Paula Macedo, General Manager
Christine Widger, Customer Service Specialist
Stacy Stark, Human Resources & Risk Manager
Steve Schutz, Scientific Program Manager (remote)
David Wexler, Operations Manager
Natalie Martini, Financial Administrator
Nola Woods, Public Affairs Director (remote)
Jeremy Shannon, Program Supervisor (remote)
Doug Coty, Bartkiewicz, Kronick & Shanahan, Legal Counsel
Jordan Brown and Ed Espinoza, Francisco and Associates (remote)

1. **CALL TO ORDER** - Vice President Young called the meeting to order at 7:00 p.m.

Roll Call: A roll call indicated that 14 Trustees were present, two met remotely under the provisions of Government Code 54953, three Trustees were absent, and there are four vacancies.

Pledge of Allegiance

2.* **AGENDA MANAGEMENT**

Vice President Young asked for a motion finding that there is a need for immediate action to add an item to the agenda to allow the remote participation of Trustees Fitzsimmons and Pay due to medical circumstances constituting “just cause” per Government Code section 54953(j)(2), and that the need arose after the agenda was posted.

** Motion was made by Trustee Krieg and seconded by Trustee Pellegrini finding that there was a need for immediate action to add an item to the agenda under the provisions of paragraph (4) of subdivision (b) of Section 54954.2, for Trustees Fitzsimmons and Pay to attend remotely, and that the need arose after the meeting agenda had been posted. *Motion passed unanimously.*

Vice President Young called for a second motion to authorize Trustees Fitzsimmons and Pay to participate in the July 10, 2023 regular Board of Trustees meeting remotely due to emergency medical circumstances. Trustees Fitzsimmons and Pay stated that no one else over 18 years of age was present in the room.

** Motion was made by Trustee Pellegrini and seconded by Trustee Krieg to allow remote attendance by Trustees Fitzsimmons and Pay in the July 10, 2023 regular Board of Trustees meeting. *Motion passed.* Ayes: Carlston, Clayton, Cowen, Diamond, Dolgonas, Dupin, Finlinson, Hogan, Krieg, Marker, Pellegrini, Wong, Young. Abstained: Fitzsimmons, Pay.

3. **PUBLIC INPUT ON NON-AGENDA ITEMS** – None

4. **PRESENTATIONS**

Perry Carlston, for 10 years of service
Darryl Young, for 10 years of service

5.* **CONSENT CALENDAR**

- A. Minutes of the May 15, 2023 Board of Trustees Special Meeting
- B. Expenditures for April & May 2023
- C. Payroll Expenditures April & May 2023
- D. Investment Activity for April & May 2023
- E. Financial Report
- F. Excess Vehicles

** Motion was made by Trustee Pellegrini and seconded by Trustee Krieg to approve the consent calendar. *Motion passed unanimously.*

6. BOARD AND STAFF REPORTS

A. BOARD – None

B. GENERAL MANAGER – General Manager Macedo reported that she earned a scholarship from the California Special Districts Association (CSDA), sponsored by Five Star Bank, to attend the General Manager Leadership Summit Conference at the end of June. She commented that the conference was informative and covered a wide range of topics.

The CSDA Annual Conference will be held in Monterey on August 28-31. Per Board-approved resolution, the President and Vice President are authorized to attend without requiring additional Board approval, and General Manager Macedo asked them to notify her if they would like to attend.

General Manager Macedo notified the Trustees that Customer Service Specialist Christine Widger is officially taking on the Board duties that Natalie Martini has fulfilled in the past, which will allow Martini to focus on her new role as the Financial Administrator. Macedo noted that she is still be the point of contact for any Board needs and asked that Trustees that have any requests for staff communicate with her. Macedo showed a video about the use of drones in mosquito surveillance and control, produced by the Mosquito and Vector Control Association of California.

C. STAFF – Operations Manager Wexler showed the recently-purchased treatment drone to the Board, explaining the capabilities of the drone and its benefits to the District. Staff is currently undergoing the process for licensing and certification. Trustees asked questions regarding the drone and its use. Wexler explained that the drone is a great addition to the District equipment and will allow staff to access and treat areas that are currently difficult or impossible.

Scientific Programs Manager Schutz reported that no West Nile virus has been detected in Contra Costa County yet, but added that we will likely see positives soon, as temperatures increase and neighboring counties start reporting positive WNV mosquito samples. We have continued to trap in the Martinez neighborhood in which the invasive mosquitoes were found last year. None have been found yet, but trapping will continue.

Public Affairs Director Woods reminded everyone that in-person group and individual pictures will be taken for the annual report at the September 11th Board meeting, and asked Trustees to arrive no later than 6:45 PM that day.

Financial Administrator Martini reminded the Board that the District's operating bank has changed, and that Trustees should cash any outstanding checks so the District can close the other operating accounts.

D. LEGAL – None

7. BOARD COMMITTEE REPORTS

- A. Audit Committee Report - Trustee Krieg reported on behalf of Chair Fitzsimmons that the Audit Committee met at Maze and Associate's office on June 5, 2023. He reported that the meeting was an introductory planning meeting for Fiscal Year 2023 Audit. Audit will proceed as expected. If any Trustees have questions about the audit process or anything they would like to bring up to the Audit Committee, they are encouraged to contact the Audit Committee Chair, Trustee Fitzsimmons.
- B. Budget Committee Report – Vice President Young reviewed the topics discussed at the June 12th meeting, including the District's Investment Policy, Benefit Assessment, budget, and the five-year forecast. Discussion ensued regarding the reserves for the building remodel, which will cost more than originally expected and discussed with the Board some years ago.
- C. Executive Committee Report – Vice President Young reported that the Executive Committee met on June 28th, 2023, and reviewed the process for nominating and electing Board Officers, as well as the posting/mailling timeline for Board meeting agendas, and the General Manager evaluation.

- 8.* A. **MOSQUITO AND VECTOR SURVEILLANCE AND CONTROL ASSESSMENT – FY 2023-2024 ENGINEER'S REPORT** - Jordan Brown and Ed Espinoza of Francisco & Associates presented the fiscal year 2023-2024 Benefit Assessment including benefit zones, methodology, how parcels are assessed, and proposed assessment rates, which have not required adjustment since FY 2005-2006. Jordan Brown explained that the assessment was established by Board Resolution 96-5 to collect revenue for the purposes of mosquito and vector control and covers four benefit zones without Contra Costa County – waterfront area, central county, west county and east county. There are several types of parcels in Contra Costa County and each parcel is assigned an assessment unit in relation to the estimated benefit the parcel receives for mosquito and vector control services. The assessment roll will be submitted to the County in August and the District will collect the assessments, usually in December and April. The deadline to submit the assessment roll to the County is August 10, 2023.

i. Consider approval of the Mosquito and Vector Control Assessment, FY 2023-2024 Engineer's Report.

** Motion was made by Trustee Carlston and seconded by Trustee Clayton to approve the Mosquito and Vector Control Assessment, FY 2023-2024 Engineer’s Report. *Motion passed unanimously.*

ii. Consider approval of Board Resolution 23-3 to continue the Mosquito and Vector Control Assessment for the benefit of four zones and to continue financing the project by continued assessment upon property within the District.

** Motion was made by Trustee Pellegrini motioned and seconded by Trustee Diamond to adopt Board Resolution 23-3 to continue the Mosquito and Vector Control Assessment for the benefit of four zones and to continue financing the project by continued assessment upon property within the District. *Motion passed unanimously.*

B. RESOLUTION 23-4 REVISING PROCEDURE FOR ELECTING BOARD OFFICERS – The Board discussed different options to modify the requirements needed in order for a Trustee to serve as a Board officer. The Board has requested additional information and tabled this item for discussion at the next Board meeting.

** The Board requested Resolution 23-4 be tabled for further discussion at a future meeting.

C. BOARD NOMINATION AND ELECTION OF BOARD OFFICERS FOR REMAINDER OF 2023 With the recent resignation of Trustee Murray, previously elected Board President for 2023, the seat of President was vacant. The Board proceeded to nominate and elect a new Trustee to fill the vacancy. Trustee Krieg nominated Trustee Young for the office of President and Trustee Pay for the office of Vice President.

** Motion was made by Trustee Krieg and seconded by Trustee Carlston to elect Trustee Young as Board President and Trustee Pay as Board Vice President for the remainder of 2023. *Motion passed.* Ayes: Carlston, Clayton, Cowen, Diamond, Dolgonas, Dupin, Finlinson, Fitzsimmons, Hogan, Krieg, Marker, Pay, Pellegrini, Wong, Young. Abstained: Pay.

D. UPDATED 2023 BOARD COMMITTEE LIST – Trustee Young will serve as President for the remainder of 2023 and will, therefore, be Chair of the Executive committee, and Vice President Pay will serve as Chair of the Budget committee. It was also requested that Trustee Dolgonas be added to the Audit Committee.

** Motion was made by Trustee Pellegrini and seconded by Trustee Diamond to approve changes to the 2023 Board Committee list. *Motion passed unanimously.*

E. UPDATED INVESTMENT POLICY – the Budget committee reviewed the Investment Policy and proposed changes. Trustee Dolgonas noted inconsistent

punctuation or verbiage when referring to the “General Manager and Human Resources and Risk Manager”, which should be changed to ‘and/or’ to be consistent with the rest of the document.

** Motion was made by Trustee Pellegrini and seconded by Trustee Dolgonas to approve updates to the District’s Investment Policy as amended. *Motion passed unanimously.*

F. PROPOSED BUDGET FOR FY 2023-2024 – General Manager Macedo reviewed the FY 2023-2024 proposed budget, which has been reviewed and recommended by the Budget Committee.

** Motion was made by Trustee Pellegrini and seconded by Trustee Krieg to approve the District’s proposed FY 2023-2024 budget. *Motion passed unanimously.*

Trustee Clayton left the meeting 9:01 p.m.

G. REVIEW BOARD AGENDA POSTING AND MAILING TIMELINE – President Young recommended to reduce the timeline for posting and mailing agendas for meetings from ten days to 72-hours, which is the minimum requirement per the Brown Act. Discussion ensued. Trustees requested consideration for large packets needing additional time to review.

** Motion was made by Trustee Finlinson and seconded by Trustee Fitzsimmons to revise the agenda mailing and posting timeline to 72-hours prior to Board’s meeting date. *Motion passed.* Ayes: Carlston, Clayton, Diamond, Dolgonas, Dupin, Finlinson, Fitzsimmons, Hogan, Krieg, Marker, Pay, Pellegrini, Wong, Young. Noes: Cowen

9. DISCUSSION OF BOARD MEETING DATE AND TIME – The Board discussed the current meeting schedule and discussed whether to change the day of meeting from the second Monday of the month to another day, and whether to change the time of the meeting from 7 pm to a different time. After consideration of possible other times or days, the Board agreed to keep the meetings set for the second Monday of every other month at 7:00 p.m. at the District office.

CLOSED SESSION – 9:09 p.m.

10. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957

Title: General Manager

11. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6

Agency Negotiator: Darryl Young

Unrepresented Employee: General Manager

RETURN TO OPEN SESSION – 9:37 p.m.

REPORT FROM CLOSED SESSION – No reportable action.

12. BOARD CONSIDERATION AND APPROVAL OF AMENDMENT OF CONTRACT WITH GENERAL MANAGER, DR PAULA MACEDO

Title: General Manager

** Motion was made by Trustee Finlinson and seconded by Trustee Carlston to amend the contract with General Manager Macedo to include a salary increase of 8%, for a total annual salary of \$238,309.00 and an additional District contribution of 2% of salary towards the General Manager’s 401(a) account, for a total employer contribution of 3% totaling \$7,149.27. *Motion passed unanimously.*

13. CLOSING COMMENTS - None

14. ADJOURNMENT – 9:40 p.m.

I certify the above minutes were approved as read or corrected at the meeting of the Board held on September 11, 2023.

Ayes: _____

Noes: _____

Abstain: _____

Absent: _____

Daniel Pellegrini
2023 Secretary, Board of Trustees

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
xxxxx91	6/15/2023	0000328	PG&E				Check Entry Number: 001
			6022023	6/2/2023	197.12	0.00	197.12
		G/L Account: 505036-00		Utilities Electric:General			197.12
xxxxx92	6/15/2023	0000378	Empower Trust Company, LLC				Check Entry Number: 001
			373339	5/22/2023	4,000.00	0.00	4,000.00
		G/L Account: 600185-00		Retirement Fees Other:General			4,000.00
xxxxx93	6/15/2023	0000399	Contra Costa County - Fleet				Check Entry Number: 001
			705883	5/24/2023	8,189.72	0.00	8,189.72
		G/L Account: 502001-16		Automotive - Gasoline:Operations			5,849.73
		G/L Account: 502002-16		Automotive - Repairs:Operations			2,339.99
xxxxx94	6/15/2023	0000511	Contra Costa Health Services				Check Entry Number: 001
			IN0281503	6/17/2023	2,475.00	0.00	2,475.00
		G/L Account: 500115-00		Permits & Fees:General			2,475.00
xxxxx95	6/15/2023	0000992	MVCAC				Check Entry Number: 001
			7364058	6/7/2023	792.00	0.00	792.00
		G/L Account: 503005-10		Lab Testing:Lab			792.00
xxxxx96	6/15/2023	0001038	Brentwood Press & Publish				Check Entry Number: 001
			262794	6/2/2023	7,904.00	0.00	7,904.00
		G/L Account: 501003-25		Marketing - Advertisement Print:Public Affairs			7,904.00
xxxxx97	6/15/2023	0001040	WAVE				Check Entry Number: 001
			129389201-0010191	6/1/2023	2,255.71	0.00	2,255.71
		G/L Account: 505039-00		Utilities Internet:General			1,195.00
		G/L Account: 505040-00		Utilities Landline:General			1,060.71
xxxxx98	6/15/2023	0001061	KBA DOCUMENT SOLUTIONS, LLC				Check Entry Number: 001
			55Y1372787	6/1/2023	150.11	0.00	150.11
		G/L Account: 504008-00		Printing Supplies:General			150.11
xxxxx99	6/15/2023	0011133	Nolan Cvetan				Check Entry Number: 001
			0011	6/6/2023	600.00	0.00	600.00
		G/L Account: 501008-25		Marketing - Displays:Public Affairs			600.00
E000003021	6/15/2023	0000015	Health Care Dental Trust				Check Entry Number: 001
			ADMIN DENTAL JULY 20	5/30/2023	1,766.70	0.00	1,766.70
		G/L Account: 600135-00		Dental Insurance - Active Employees General			1,766.70
			OPS/RETIREEES DENTAL	5/30/2023	3,040.36	0.00	3,040.36
		G/L Account: 600136-00		Dental Insurance: General			2,935.52
		G/L Account: 600136-00		Dental Insurance: General			2,935.52
		G/L Account: 600136-00		Dental Insurance: General			3,145.20
		G/L Account: 202055-00					3,040.36
		G/L Account: 600136-00		Dental Insurance: General			3,040.36
		G/L Account: 600136-00		Dental Insurance: General			3,040.36
			Check E000003021 Total:		4,807.06	0.00	4,807.06
			Printed Check Total:				0.00
			Electronic Payment Total:				4,807.06
E000003022	6/15/2023	0000335	Concur Technologies, Inc				Check Entry Number: 001
			101900225305	6/5/2023	677.71	0.00	677.71
		G/L Account: 504005-00		I.T Subscriptions:General			677.71
E000003023	6/15/2023	0000352	California Special Districts Association				Check Entry Number: 001
			66275	5/31/2023	637.77	0.00	637.77
		G/L Account: 500104-00		Consulting - General:General			637.77
E000003024	6/15/2023	0000486	Bay Alarm Company				Check Entry Number: 001
			20637582	6/3/2023	85.00	0.00	85.00

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
E000003025	6/15/2023	0000608	ADAPCO, Inc. 134306	5/30/2023	4,170.50	0.00	4,170.50
			G/L Account: 500116-00	Security Service:General			85.00
							Check Entry Number: 001
E000003026	6/15/2023	0000684	Clarke 161435	6/5/2023	3,067.95	0.00	3,067.95
			G/L Account: 502008-16	Control Materials - Mosquito Larviciding:Operation			4,170.50
							Check Entry Number: 001
			G/L Account: 502008-16	Control Materials - Mosquito Larviciding:Operation			3,067.95
			5104757	5/30/2023	8,955.60	0.00	8,955.60
			G/L Account: 502008-16	Control Materials - Mosquito Larviciding:Operation			8,955.60
			Check E000003026 Total:		12,023.55	0.00	12,023.55
			Printed Check Total:				0.00
			Electronic Payment Total:				12,023.55
E000003027	6/15/2023	0000713	Mission Linen Supply 519388253	5/30/2023	291.52	0.00	291.52
			G/L Account: 502021-16	Uniform Rental:Operations			235.65
			G/L Account: 502021-10	Uniform Rental:Lab			55.87
			519428899	6/6/2023	228.13	0.00	228.13
			G/L Account: 502021-16	Uniform Rental:Operations			184.26
			G/L Account: 502021-10	Uniform Rental:Lab			43.87
			Check E000003027 Total:		519.65	0.00	519.65
			Printed Check Total:				0.00
			Electronic Payment Total:				519.65
E000003028	6/15/2023	0000925	iSolved Benefit Services 1129048332	6/9/2023	107.78	0.00	107.78
			G/L Account: 600175-00	FSA Admin Fee:General			107.78
			Check Entry Number: 001				
E000003029	6/15/2023	0000952	Target Specialty Products INVP501171785	6/8/2023	50,100.89	0.00	50,100.89
			G/L Account: 700103-00	Heavy Equipment:General			50,100.89
			Check Entry Number: 001				
E000003030	6/15/2023	0000993	Bartkiewics, Kronick & Shanahan BKS MAY 2023	6/5/2023	1,800.00	0.00	1,800.00
			G/L Account: 500110-00	Legal - Counsel General:General			1,800.00
			Check Entry Number: 001				
E000003031	6/15/2023	0001077	Banksia Landscape, Inc. BANKSIA JUNE 2023	6/1/2023	513.00	0.00	513.00
			G/L Account: 500109-00	Landscaping Services:General			513.00
			Check Entry Number: 001				
E000003032	6/15/2023	0011132	Contra Costa Janitorial Services CCM-202306	5/27/2023	1,200.00	0.00	1,200.00
			G/L Account: 500107-00	Janitorial Services:General			1,200.00
			Report Total:		103,206.57	0.00	103,206.57
			Printed Check Total:				26,563.66
			Electronic Payment Total:				76,642.91

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
E000003033	6/15/2023	0000031	CA State Disbursement Unit				Check Entry Number: 001
			6/15/23 GARNISHMENT	6/9/2023	190.00	0.00	190.00
		G/L Account: 202125-00		Federal & State Wage Garnishments - Employee Gener			190.00
E000003034	6/15/2023	0000375	Great-West Trust Company, LLC (Empower)				Check Entry Number: 001
			6/15/23 401A DEFERRA	6/9/2023	711.77	0.00	711.77
		G/L Account: 611300-00		401a- In Lieu of OASDI:General			711.77
			6/15/23 457 DEFERRAL	6/9/2023	8,539.72	0.00	8,539.72
		G/L Account: 202140-00		457 Deferred Savings Plan			8,539.72
			Check E000003034 Total:		9,251.49	0.00	9,251.49
			Printed Check Total:				0.00
			Electronic Payment Total:				9,251.49
E000003035	6/15/2023	0001072	Mt. Diablo Resource Recovery-Concord				Check Entry Number: 001
			MAY-23	5/31/2023	715.95	0.00	715.95
		G/L Account: 505037-00		Utilities Garbage:General			715.95
			Report Total:		10,157.44	0.00	10,157.44
			Printed Check Total:				0.00
			Electronic Payment Total:				10,157.44

Check Register

Journal Posting Date: 6/21/2023

Register Number: CD-000181

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000002415	6/21/2023	0011135	Liquidity Services Operations, LLC (GovDeals)					Check Entry Number: 001
			2154320	6/15/2023	4,817.93	0.00	4,817.93	
		G/L Account: 700103-16		Heavy Equipment:Operations				2,423.92
		G/L Account: 700103-16		Heavy Equipment:Operations				2,394.01
		G/L Account: 700103-16		Heavy Equipment:Operations				2,423.92
		G/L Account: 700103-16		Heavy Equipment:Operations				2,394.01
				Report Total:	4,817.93	0.00	4,817.93	
				Printed Check Total:			0.00	
				Electronic Payment Total:			4,817.93	

Check Register

Journal Posting Date: 6/30/2023

Register Number: CD-000175

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
xxxxx04	6/30/2023	0000011	Vision Service Plan				Check Entry Number: 001
			JULY 2023 STMT818188	6/19/2023	584.40	0.00	584.40
		G/L Account: 600140-00		Vision Insurance - Active Employees			584.40
xxxxx05	6/30/2023	0000033	FedEx				Check Entry Number: 001
			8-164-94548	6/16/2023	154.64	0.00	154.64
		G/L Account: 501008-25		Marketing - Displays:Public Affairs			154.64
xxxxx06	6/30/2023	0000328	PG&E				Check Entry Number: 001
			MAY-JUNE 2023	6/15/2023	107.30	0.00	107.30
		G/L Account: 505038-00		Utilities Gas:General			107.30
xxxxx07	6/30/2023	0000378	Empower Trust Company, LLC				Check Entry Number: 001
			375906	6/21/2023	4,000.00	0.00	4,000.00
		G/L Account: 600185-00		Retirement Fees Other:General			4,000.00
xxxxx08	6/30/2023	0000399	Contra Costa County - Fleet				Check Entry Number: 001
			706022	6/20/2023	9,030.61	0.00	9,030.61
		G/L Account: 502001-16		Automotive - Gasoline:Operations			3,947.39
		G/L Account: 502002-16		Automotive - Repairs:Operations			5,083.22
xxxxx09	6/30/2023	0000696	KBA DOCUMENT SOLUTIONS, LLC				Check Entry Number: 001
			9584710	6/21/2023	205.23	0.00	205.23
		G/L Account: 505027-00		Service & Leasing Contracts:General			205.23
xxxxx10	6/30/2023	0000782	East Bay Welding				Check Entry Number: 001
			89463	3/31/2023	174.00	0.00	174.00
		G/L Account: 502010-16		Control Materials - Vertebrate:Operations			174.00
			89880	4/30/2023	174.00	0.00	174.00
		G/L Account: 502010-16		Control Materials - Vertebrate:Operations			174.00
			90296	5/31/2023	174.00	0.00	174.00
		G/L Account: 502010-16		Control Materials - Vertebrate:Operations			174.00
			Check 000016210 Total:		522.00	0.00	522.00
xxxxx11	6/30/2023	0000814	Staples Business Advantage				Check Entry Number: 001
			3539581763	6/1/2023	305.31	0.00	305.31
		G/L Account: 505020-00		Office Supplies - General:General			24.06
		G/L Account: 505020-16		Office Supplies - General:Operations			12.61
		G/L Account: 505022-00		Office Supplies - Kitchen:General			268.64
xxxxx12	6/30/2023	0000899	Sun Life Financial				Check Entry Number: 001
			JUL-23	6/20/2023	1,443.96	0.00	1,443.96
		G/L Account: 202085-00		Employee Voluntary Life Ins - General			537.42
		G/L Account: 600155-00		Life Insurance - General			906.54
xxxxx13	6/30/2023	0000916	Spark Creative Design				Check Entry Number: 001
			2804	6/14/2023	568.02	0.00	568.02
		G/L Account: 501008-25		Marketing - Displays:Public Affairs			568.02
xxxxx14	6/30/2023	0000969	Otis Elevator Company				Check Entry Number: 001
			633564	6/1/2023	870.78	0.00	870.78
		G/L Account: 505027-00		Service & Leasing Contracts:General			870.78
xxxxx15	6/30/2023	0000975	Reliance Standard Life In				Check Entry Number: 001
			LTD JULY 2023	6/16/2023	492.78	0.00	492.78
		G/L Account: 600150-00		Disability Insurance - General			492.78
			STD JULY 2023	6/16/2023	736.14	0.00	736.14
		G/L Account: 600150-00		Disability Insurance - General			736.14
			Check 000016215 Total:		1,228.92	0.00	1,228.92
xxxxx16	6/30/2023	0000981	Colonial Life				Check Entry Number: 001
			COLONIAL LIFE JULY 2	6/13/2023	431.58	0.00	431.58

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
		G/L Account: 202100-00		Other Disability Insurance - Employee			431.58
xxxxx17	6/30/2023	0001057	Leading Edge Associates, Inc.				Check Entry Number: 001
		2264		6/16/2023	2,050.00	0.00	2,050.00
		G/L Account: 502000-16		Aerial Services:Operations			2,050.00
xxxxx18	6/30/2023	0001088	Verizon Wireless				Check Entry Number: 001
		9936906721		6/10/2023	1,744.98	0.00	1,744.98
		G/L Account: 505035-00		Utilities Cell Phone:General			1,744.98
xxxxx19	6/30/2023	0011133	Nolan Cvetan				Check Entry Number: 001
		12		6/15/2023	150.00	0.00	150.00
		G/L Account: 501008-25		Marketing - Displays:Public Affairs			150.00
E000003037	6/30/2023	0000007	SEIU UPE LOCAL 1021-Union Dues				Check Entry Number: 001
		JUN-23		6/19/2023	2,480.18	0.00	2,480.18
		G/L Account: 202150-00		SEIU Local 1021			2,480.18
E000003038	6/30/2023	0000010	CalPERS				Check Entry Number: 001
		JUL-23		6/15/2023	58,934.12	0.00	58,934.12
		G/L Account: 600165-00		CalPers Medical Admin Fee - Active Employees Gener			149.62
		G/L Account: 600170-00		CalPers Medical Admin Fee - Retirees			44.22
		G/L Account: 202050-00		CalPers Medical - Employee Contribution			7,707.63
		G/L Account: 202040-00		CalPers Medical - Employer Contribution			37,631.38
		G/L Account: 600145-00		Medical Insurance - Retirees			8,872.22
		G/L Account: 600145-00		Medical Insurance - Retirees			4,529.05
E000003039	6/30/2023	0000713	Mission Linen Supply				Check Entry Number: 001
		519381510		6/13/2023	28.60	0.00	28.60
		G/L Account: 502021-16		Uniform Rental:Operations			28.60
		519432129		6/13/2023	90.51	0.00	90.51
		G/L Account: 502021-16		Uniform Rental:Operations			90.51
		519471894		6/13/2023	228.40	0.00	228.40
		G/L Account: 502021-16		Uniform Rental:Operations			187.62
		G/L Account: 502021-10		Uniform Rental:Lab			40.78
		519515500		6/20/2023	229.43	0.00	229.43
		G/L Account: 502021-16		Uniform Rental:Operations			186.95
		G/L Account: 502021-10		Uniform Rental:Lab			42.48
		Check E000003039 Total:			576.94	0.00	576.94
		Printed Check Total:					0.00
		Electronic Payment Total:					576.94
		Report Total:			85,388.97	0.00	85,388.97
		Printed Check Total:					23,397.73
		Electronic Payment Total:					61,991.24

Check Register

Journal Posting Date: 6/30/2023

Register Number: CD-000176

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
E000003040	6/30/2023	0000031	CA State Disbursement Unit				Check Entry Number: 001
			6/30/23 GARNISHMENT	6/19/2023	190.00	0.00	190.00
		G/L Account: 202155-00		Garnishment-General:General			190.00
E000003041	6/30/2023	0000375	Great-West Trust Company, LLC (Empower)				Check Entry Number: 001
			6/30/23 401A DEFERRA	6/19/2023	711.77	0.00	711.77
		G/L Account: 611300-00		401a- In Lieu of OASDI:General			711.77
			6/30/23 457 DEFERRAL	6/30/2023	8,539.72	0.00	8,539.72
		G/L Account: 202140-00		457 Deferred Savings Plan			8,539.72
Check E000003041 Total:					9,251.49	0.00	9,251.49
Printed Check Total:							0.00
Electronic Payment Total:							9,251.49
Report Total:					9,441.49	0.00	9,441.49
Printed Check Total:							0.00
Electronic Payment Total:							9,441.49

Check Register

Journal Posting Date: 6/30/2023

Register Number: CD-000177

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000003042	6/30/2023	0011134	Metro Elevator					Check Entry Number: 001
			37	6/15/2023	3,250.00	0.00	3,250.00	
		G/L Account: 500103-00		B&G Maint Minor > \$10K:General				3,250.00
				Report Total:	3,250.00	0.00	3,250.00	
				Printed Check Total:			0.00	
				Electronic Payment Total:			3,250.00	

Check Register

Journal Posting Date: 6/30/2023

Register Number: CD-000178

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
E000003043	6/30/2023	0000452	U.S. BANK CORPORATE PAYMENT SYSTEMS					Check Entry Number: 001
			5/22/2023	5/22/2023	14.21	0.00	14.21	
		G/L Account: 504005-00		I.T Subscriptions:General				2.22
		G/L Account: 504005-00		I.T Subscriptions:General				11.99
			5/23/2023	5/23/2023	531.77	0.00	531.77	
		G/L Account: 505023-10		Postage:Lab				8.97
		G/L Account: 503007-10		Sentinel Bird:Lab				38.04
		G/L Account: 501008-25		Marketing - Displays:Public Affairs				161.28
		G/L Account: 503001-10		Aquaculture:Lab				65.78
		G/L Account: 504001-05		:Administration				158.03
		G/L Account: 505039-00		Utilities Internet:General				99.67
			5/24/2023	5/24/2023	28.79	0.00	28.79	
		G/L Account: 505003-25		District Membership & Subscription Dues:Public Aff				28.79
			5/25/2023	5/25/2023	146.66	0.00	146.66	
		G/L Account: 502016-16		Safety & PPE:Operations				82.25
		G/L Account: 502013-16		Equipment Repair:Operations				4.74
		G/L Account: 502019-16		Tools & Instruments:Operations				16.80
		G/L Account: 502019-16		Tools & Instruments:Operations				42.87
			5/26/2023	5/26/2023	468.15	0.00	468.15	
		G/L Account: 505027-00		Service & Leasing Contracts:General				149.90
		G/L Account: 502016-16		Safety & PPE:Operations				154.45
		G/L Account: 502016-16		Safety & PPE:Operations				163.80
			5/29/2023	5/29/2023	49.84	0.00	49.84	
		G/L Account: 504000-16		Computer Equipment Supplies < \$100:Operations				49.84
			5/30/2023	5/30/2023	2,791.93	0.00	2,791.93	
		G/L Account: 502002-16		Automotive - Repairs:Operations				1,193.53
		G/L Account: 503008-10		Surveillance:Lab				1,598.40
			5/31/2023	5/31/2023	726.34	0.00	726.34	
		G/L Account: 502013-16		Equipment Repair:Operations				726.34
			6/1/2023	6/1/2023	567.39	0.00	567.39	
		G/L Account: 505023-10		Postage:Lab				8.97
		G/L Account: 504005-00		I.T Subscriptions:General				512.40
		G/L Account: 505021-00		Office Supplies - Janitorial:General				46.02
			6/10/2023	6/10/2023	9.99	0.00	9.99	
		G/L Account: 505028-00		Trustee - Expense General:General				9.99
			6/11/2023	6/11/2023	348.71	0.00	348.71	
		G/L Account: 503002-10		General Lab Supplies & Materials:Lab				348.71
			6/12/2023	6/12/2023	351.02	0.00	351.02	
		G/L Account: 502002-16		Automotive - Repairs:Operations				112.45
		G/L Account: 502002-16		Automotive - Repairs:Operations				134.26
		G/L Account: 501004-25		Marketing - Branded Collateral:Public Affairs				58.76
		G/L Account: 505019-00		Office Keys & Locks:General				45.55
			6/13/2023	6/13/2023	36.97	0.00	36.97	
		G/L Account: 505009-00		Employee - Travel:General				14.00
		G/L Account: 505009-00		Employee - Travel:General				14.00
		G/L Account: 505023-10		Postage:Lab				8.97
			6/15/2023	6/15/2023	235.66	0.00	235.66	
		G/L Account: 502002-16		Automotive - Repairs:Operations				130.62
		G/L Account: 504000-25		Computer Equipment Supplies < \$100:Public Affairs				69.09
		G/L Account: 502004-16		Automotive - Supplies:Operations				35.95

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
			6/16/2023	6/16/2023	515.83	0.00	515.83
		G/L Account: 503008-10		Surveillance:Lab			515.83
			6/18/2023	6/18/2023	550.41	0.00	550.41
		G/L Account: 502013-16		Equipment Repair:Operations			22.98
		G/L Account: 505005-05		Employee - Lodging:Administration			527.43
			6/2/2023	6/2/2023	1,978.26	0.00	1,978.26
		G/L Account: 505003-25		District Membership & Subscription Dues:Public Aff			969.00
		G/L Account: 502016-16		Safety & PPE:Operations			1,009.26
			6/20/2023	6/20/2023	58.36	0.00	58.36
		G/L Account: 502016-16		Safety & PPE:Operations			49.39
		G/L Account: 505023-10		Postage:Lab			8.97
			6/21/2023	6/21/2023	444.51	0.00	444.51
		G/L Account: 502016-16		Safety & PPE:Operations			444.51
			6/3/2023	6/3/2023	356.60	0.00	356.60
		G/L Account: 502013-16		Equipment Repair:Operations			47.02
		G/L Account: 505003-25		District Membership & Subscription Dues:Public Aff			27.72
		G/L Account: 502016-16		Safety & PPE:Operations			281.86
			6/4/2023	6/4/2023	331.19	0.00	331.19
		G/L Account: 505004-00		Employee - Development:General			38.40
		G/L Account: 503001-10		Aquaculture:Lab			46.07
		G/L Account: 503001-10		Aquaculture:Lab			14.24
		G/L Account: 505020-00		Office Supplies - General:General			64.04
		G/L Account: 505020-00		Office Supplies - General:General			103.42
		G/L Account: 505004-00		Employee - Development:General			65.02
			6/5/2023	6/5/2023	586.44	0.00	586.44
		G/L Account: 503008-10		Surveillance:Lab			304.99
		G/L Account: 503007-10		Sentinel Bird:Lab			189.43
		G/L Account: 505020-00		Office Supplies - General:General			103.42
		G/L Account: 502016-16		Safety & PPE:Operations			19.89
		G/L Account: 502019-16		Tools & Instruments:Operations			175.55
			6/6/2023	6/6/2023	6,473.90	0.00	6,473.90
		G/L Account: 502005-16		Building & Grounds Materials / Supplies:Operations			208.80
		G/L Account: 504007-00		Phone Accessories:General			116.10
		G/L Account: 502013-16		Equipment Repair:Operations			6,149.00
			6/7/2023	6/7/2023	93.05	0.00	93.05
		G/L Account: 505021-00		Office Supplies - Janitorial:General			46.05
		G/L Account: 500115-00		Permits & Fees:General			47.00
			6/9/2023	6/9/2023	521.97	0.00	521.97
		G/L Account: 503008-10		Surveillance:Lab			521.97
				Check E00003043 Total:	18,217.95	0.00	18,217.95
				Printed Check Total:			0.00
				Electronic Payment Total:			18,217.95
				Report Total:	18,217.95	0.00	18,217.95
				Printed Check Total:			0.00
				Electronic Payment Total:			18,217.95

Check History Report
Sorted By Check Number
Activity From: 7/1/2023 to 7/31/2023

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Name	Check Amount
XXXX02	7/14/2023	Contra Costa Water District	1,167.34
XXXX03	7/14/2023	PG&E	26.28
XXXX04	7/14/2023	US POSTAL SERVICE CMRS-FP	1,000.00
XXXX05	7/14/2023	CA Dept of Public Health	4,671.00
XXXX06	7/14/2023	Veseris (ES OPCO USA LLC)	49,009.50
XXXX07	7/14/2023	CCC Auditor-Controller	3,699.99
XXXX08	7/14/2023	CCSDA	150.00
XXXX09	7/14/2023	MVCAC	11,500.00
XXXX10	7/14/2023	WAVE	2,255.71
XXXX11	7/14/2023	KBA DOCUMENT SOLUTIONS, LLC	123.06
XXXX12	7/14/2023	AMCA	6,615.00
XXXX19	7/31/2023	Vision Service Plan	584.40
XXXX20	7/31/2023	FedEx	117.95
XXXX21	7/31/2023	PG&E	95.69
XXXX22	7/31/2023	Empower Trust Company, LLC	4,000.00
XXXX23	7/31/2023	Contra Costa County - Fleet	14,544.83
XXXX24	7/31/2023	KBA DOCUMENT SOLUTIONS, LLC	205.23
XXXX25	7/31/2023	Sun Life Financial	1,499.16
XXXX26	7/31/2023	Spark Creative Design	3,510.81
XXXX27	7/31/2023	Kings III of America, Inc.	141.00
XXXX28	7/31/2023	Reliance Standard Life In	1,254.19
XXXX29	7/31/2023	Colonial Life	431.58
XXXX30	7/31/2023	MVCAC	2,200.00
XXXX31	7/31/2023	Banksia Landscape, Inc.	513.00
XXXX32	7/31/2023	Verizon Wireless	1,731.93
XXXX33	7/31/2023	Ford Walnut Creek	68,051.44
XXXX01	7/14/2023	Health Care Dental Trust	4,492.54
XXXX02	7/14/2023	VCJPA	395,250.00
XXXX03	7/14/2023	Concur Technologies, Inc	677.71
XXXX04	7/14/2023	Bay Alarm Company	85.00
XXXX05	7/14/2023	Clarke	34,031.28
XXXX06	7/14/2023	Mission Linen Supply	476.58
XXXX07	7/14/2023	AFLAC	52.84
XXXX08	7/14/2023	iSolved Benefit Services	107.78
XXXX09	7/14/2023	Quench USA, Inc.	210.78
XXXX10	7/14/2023	Red Wing Business Advantage Account	227.16
XXXX11	7/14/2023	Banksia Landscape, Inc.	513.00
XXXX11	7/14/2023	Banksia Landscape, Inc.	513.00
XXXX12	7/14/2023	Steamline	375.00
XXXX13	7/14/2023	Great-West Trust Company, LLC (Empower)	9,690.17
XXXX14	7/14/2023	Mt. Diablo Resource Recovery-Concord	715.95
XXXX16	7/31/2023	SEIU UPE LOCAL 1021-Union Dues	2,492.53
XXXX17	7/31/2023	CalPERS	58,928.24
XXXX18	7/31/2023	Timothy Mann	199.00
XXXX19	7/31/2023	California Special Districts Association	110.00
XXXX20	7/31/2023	Bay Alarm Company	2,700.00
XXXX21	7/31/2023	ADAPCO, Inc.	7,447.68
XXXX22	7/31/2023	Liebert Cassidy Whitmore	328.00
XXXX23	7/31/2023	Mission Linen Supply	1,132.26
XXXX24	7/31/2023	AFLAC	52.84
XXXX25	7/31/2023	Quench USA, Inc.	247.14
XXXX26	7/31/2023	Bartkiewics, Kronick & Shanahan	1,425.00
XXXX27	7/31/2023	Great-West Trust Company, LLC (Empower)	9,929.11
XXXX28	7/31/2023	U.S. BANK CORPORATE PAYMENT SYSTEMS	12,651.73

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT (CCV)

Check Number	Check Date	Name	Check Amount
--------------	------------	------	--------------

Bank 5 Total:			<u>723,135.41</u>
Report Total:			<u><u>723,135.41</u></u>

CONTRA COSTA MOSQUITO & VECTOR CONTROL DISTRICT
UNUSUAL ITEMS LIST (*New Policy Effective May 2021*)

- Any checks or ACH over the amount of \$10,000.00 (excludes Procurement Policy General Manager Authority items: payroll taxes, employee fringe benefit payments, and aggregate corporate credit card amount).
- Any vendor that has not been paid by the District in the past 15 months.
- All legal fees over \$5,000.00 in one month

DATE	CHECK #	AMOUNT OF CHECK	VENDOR & DESCRIPTION
June 15, 2023	xxxxx99	\$600.00	Nolan Cvetan – Marketing Displays (Taxidermist)
June 15, 2023	E000003026	\$12,023.55	Clarke – Control Materials Mosquito Larviciding
June 15, 2023	E000003029	\$50,100.89	Target Specialty Products – Heavy Equipment (Treatment Drone)
June 21, 2023	E000002415	\$4,817.93	Liquidity Services Operations, LLC (GovDeals) – Heavy Equipment (2-ULV Sprayers)
June 30, 2023	E000003042	\$3,250.00	Metro Elevator – Building & Grounds Maintenance, Elevator 5-Year Load Test
July 14, 2023	XXXXXX06	\$49,009.50	Veseries – Control Materials Mosquito Larviciding
July 14, 2023	XXXXXX09	\$11,500.00	MVCAC – 2023 District Membership & Subscription Dues
July 14, 2023	XXXXXX23	\$14,544.83	Contra Costa County – Fleet – Automotive Gasoline & Repairs
July 31, 2023	XXXXXX33	\$68,051.44	Ford Walnut Creek – 2023 Ford Lightning EV Truck
July 31, 2023	XXXXXX02	\$395,250.00	VCJPA – FY24 Annual Insurance Premiums
July 31, 2023	XXXXXX05	\$34,031.28	Clarke – Control Materials Mosquito Larviciding
July 31, 2023	XXXXXX18	\$199.00	Timothy Mann – Employee Reimbursement (Drone Certification Test)

INVESTMENT ACTIVITY REPORT

Month of June 2023							
Transaction Number	Date	Wells Fargo	LAIF	Bank of the West	Five Star Checking	Five Star Money Market	
Balance	6/1/2023	\$ 14,239.49	\$ 13,825,441.43	\$ 303,385.77	\$ 240,559.71	\$ 288,062.72	
1	6/6/2023				471,229.49		
2	6/13/2023		(257,000.00)	257,000.00			
3	6/26/2023				649,196.23		
4	6/28/2023		(285,000.00)	285,000.00	5,464.27		
5	6/29/2023				(7,685.83)		
6	6/30/2023	0.58		(551,273.51)			704.62
Balance		\$ 14,240.07	\$ 13,283,441.43	\$ 294,112.26	\$ 1,358,763.87	\$ 288,767.34	

Transaction Number & Brief Description

- Misc Deposits into Five Star Checking
- Transfer from LAIF to Bank of the West for Payroll & Vendor Checks
- Misc Deposits & Property Tax Settlement into Five Star Checking
- Transfer from LAIF to Bank of the West for Payroll & Vendor Checks & Misc Deposits into Five Star Checking
- Five Star Checking Misc. Withdrawals for Fringe Benefit Accounts (FSA Health & Dependent Care)
- Interest Earned Wells Fargo & Five Star Money Market, Bank of the West clearing of checks for Payroll & Vendor Checks

Month of July 2023							
Transaction Number	Date	Wells Fargo	LAIF	Bank of the West	Five Star Checking	Five Star Money Market	
Balance	7/1/2023	\$ 14,240.07	\$ 13,283,441.43	\$ 294,112.26	\$ 1,358,763.87	\$ 288,767.34	
1	7/14/2023		97,607.91				
2	7/18/2023				(625,000.00)	625,000.00	
3	7/19/2023		(1,200,000.00)		1,200,000.00		
4	7/20/2023	10,715.80		(381.84)			
5	7/28/2023		(303,000.00)	(26,149.78)	303,000.00		
6	7/31/2023	0.80			(2,121,989.41)		1,529.09
Balance		\$ 24,956.67	\$ 11,878,049.34	\$ 267,580.64	\$ 114,774.46	\$ 915,296.43	

Transaction Number & Brief Description

- Interest Earned LAIF
- Transfer from Five Star Checking to Money Market from Property Tax Settlement
- Transfer from LAIF to Five Star Checking for FY24 CCCERA Retirement Employer Prepayment
- Misc Deposits into Wells Fargo Account and Bank of the West Bank Fees
- Transfer from LAIF to Five Star Checking for Payroll & Vendor Checks, Bank of the West clearing of checks for Vendor Checks
- Interest Earned Wells Fargo & Five Star Money Market Accounts & Five Star Checking clearing of checks for Payroll & Accounts

Designated Reserves POLICY FY 24 (July 2023 - June 2024)	
Bond Reserve	0
Public Health Emergency	2,500,000
Capital Improvement	5,000,000
Emergency Reconstruction Response	500,000
Operations	4,981,330
Vehicle & Equipment Replacement	250,000
IT Equipment Replacement	250,000
	13,481,330

I certify that this report reflects all cash transactions and is in conformity with District Policy. The cash flow shown provides sufficient cash flow liquidity to meet the next six months expenditures.

Respectfully submitted,

*Paula Macedo
General Manager*

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
 P.O. Box 942809
 Sacramento, CA 94209-0001
 (916) 653-3001

July 19, 2023

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

CONTRA COSTA MOSQUITO AND VECTOR CONTROL
 DISTRICT
 MANAGER
 155 MASON CIRCLE
 CONCORD, CA 94520

[Tran Type Definitions](#)

June 2023 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
6/13/2023	6/13/2023	RW	1730480	N/A	PAULA MACEDO	-257,000.00
6/28/2023	6/28/2023	RW	1730984	N/A	PAULA MACEDO	-285,000.00

Account Summary

Total Deposit:	0.00	Beginning Balance:	13,825,441.43
Total Withdrawal:	-542,000.00	Ending Balance:	13,283,441.43

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
 P.O. Box 942809
 Sacramento, CA 94209-0001
 (916) 653-3001

August 16, 2023

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
 MANAGER
 155 MASON CIRCLE
 CONCORD, CA 94520

[Tran Type Definitions](#)

//

July 2023 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
7/14/2023	7/19/2023	QRD	1734385	N/A	SYSTEM	97,607.91
7/19/2023	7/19/2023	RW	1734091	N/A	PAULA MACEDO	-1,200,000.00
7/28/2023	7/28/2023	RW	1736870	N/A	PAULA MACEDO	-303,000.00

Account Summary

Total Deposit:	97,607.91	Beginning Balance:	13,283,441.43
Total Withdrawal:	-1,503,000.00	Ending Balance:	11,878,049.34

**Contra Costa Mosquito and Vector Control District
FY23 Budget Year**

(July 1 2022 - June 30 2023)

Board Packet

100% of the
Year completed

	FY23 <i>As of 6/30/23</i>	FY23 Budget	YTD FY23 VS Adopted Budget	ADOPTED FY23 VS FY23 \$
Personnel Costs				
Payroll & OT	3,715,300	3,925,348	94.6%	210,048
Retirement	1,233,666	1,341,013	92.0%	107,347
OASDI	217,052	235,521	92.2%	18,469
Medicare	52,231	52,992	98.6%	761
Health Insurance (Dental / Vision Etc)	595,997	585,745	101.8%	(10,252)
Unemployment	16,530	25,900	63.8%	9,370
Disability Ins	13,823	13,614	101.5%	(209)
Other Post Employment Benefits	215,000	215,000	100.0%	0
District Paid Health Retiree Cost & Fees	43,421	143,000	30.4%	99,579
Subtotal Personnel Costs	6,103,020	6,538,133	93.3%	435,113
Operational Costs				
Professional Services - Legal includes Settlements	49,607	168,000	29.5%	118,393
Professional Services - Building & Grounds Maint	12,432	25,000	49.7%	12,568
Professional Services - All Other	83,710	204,600	40.9%	120,890
Public Affairs	81,945	108,000	75.9%	26,055
Lab Services	33,153	47,871	69.3%	14,718
Information & Technology	72,376	153,200	47.2%	80,824
Operations - Control Materials	138,753	113,000	122.8%	(25,753)
Operations - Aerial	4,100	10,000	41.0%	5,900
Operation and Facilities - All Other	175,627	442,000	39.7%	266,373
General Office Administration - Insurance	347,041	388,429	89.3%	41,388
General Office Administration - Trustee Expense	5,036	23,500	21.4%	18,464
General Office - Research	0	0	0.0%	0
General Office Administration - Employee Travel & Training	27,178	44,000	61.8%	16,822
General Office Administration - Utilities	101,817	117,500	86.7%	15,683
General Office Administration - All Other	395,783	332,700	119.0%	(63,083)
Subtotal Operational Cost	1,528,559	2,177,800	70.2%	649,241
Capital				
Land	0	0	0.0%	0
Structures and Improvements	0	0	0.0%	0
Vehicles	173,461	203,000	85.4%	29,539
Heavy Equipment	88,776	85,000	104.4%	(3,776)
Subtotal Capital	262,237	288,000	91.1%	25,763
Total Expenditures	7,893,815	9,003,933		
Revenues				
Property Taxes	7,735,111	6,801,654	113.7%	(933,457)
Benefit Assessment	2,082,513	2,080,111	100.1%	(2,402)
Contract Billing	14,501	51,000	28.4%	36,499
Interest Income	313,820	52,291	600.1%	(261,530)
Medical Reimbursement	0	0	0.0%	0
Fixed Asset Disposal	30,300	20,000	151.5%	(10,300)
Miscellaneous	16,169	25,000	64.7%	8,831
Grant Funds:General	0	0	0.0%	0
Subtotal Revenue	10,192,415	9,030,056	112.9%	(1,162,359)
Estimate Ending Balance	2,298,599	26,123		
Designated Reserves POLICY FY 23 (July 2022 - June 2023)				
Bond Reserve	0			
Public Health Emergency	2,500,000			
Capital Improvement	2,702,246			
Emergency Reconstruction Response	500,000			
Operations	4,501,967			
Vehicle & Equipment Replacement	250,000			
IT Equipment Replacement	250,000			
	10,704,213			

Contra Costa Mosquito and Vector Control District

FY24 Budget Year

(July 1, 2023 - June 30, 2024)

Board Packet

8% of the Year
completed

	FY24 <i>As of 7/31/23</i>	FY24 Budget	YTD FY24 VS Adopted Budget %	ADOPTED FY24 VS FY24 \$
Personnel Costs				
Payroll & OT	325,219	4,240,776	7.7%	3,915,557
Retirement	1,200,000	1,200,000	100.0%	0
OASDI	19,471	262,928	7.4%	243,457
Medicare	4,554	61,491	7.4%	56,938
Health Insurance (Dental / Vision Etc)	48,160	681,865	7.1%	633,705
Unemployment	87	16,500	0.5%	16,413
Disability Ins	1,254	14,750	8.5%	13,496
Other Post Employment Benefits	0	215,000	0.0%	215,000
District Paid Health Retiree Cost & Fees	9,552	111,800	8.5%	102,248
Subtotal Personnel Costs	1,608,297	6,805,110	23.6%	5,196,814
Operational Costs				
Professional Services - Legal includes Settlements	1,753	75,000	2.3%	73,247
Professional Services - Building & Grounds Maint	0	25,000	0.0%	25,000
Professional Services - All Other	3,408	296,900	1.1%	293,492
Public Affairs	4,016	109,000	3.7%	104,984
Lab Services	4,619	50,000	9.2%	45,381
Information & Technology	1,370	118,100	1.2%	116,730
Operations - Control Materials	90,588	193,000	46.9%	102,412
Operations - Aerial	0	30,000	0.0%	30,000
Operation and Facilities - All Other	20,238	932,000	2.2%	911,762
General Office Administration - Insurance	395,632	398,250	99.3%	2,618
General Office Administration - Trustee Expense	242	20,000	1.2%	19,758
General Office Administration - Employee Travel & Training	8,716	47,000	18.5%	38,284
General Office Administration - Utilities	6,093	122,500	5.0%	116,407
General Office Administration - All Other	25,276	508,800	5.0%	483,524
Subtotal Operational Cost	561,950	2,925,550	19.2%	2,363,600
Capital				
Land	0	0	0.0%	0
Vehicles	68,051	210,000	32.4%	141,949
Heavy Equipment	0	22,000	0.0%	22,000
Subtotal Capital	68,051	232,000	29.3%	163,949
Total Expenditures	2,238,299	9,962,660		
Revenues				
Property Taxes	0	7,814,983	0.0%	7,814,983
Benefit Assessment	0	2,083,936	0.0%	2,083,936
Contract Billing	4,188	52,020	8.1%	47,832
Interest Income	1,530	100,000	1.5%	98,470
Fixed Asset Disposal	0	60,000	0.0%	60,000
Miscellaneous	1,200	50,000	2.4%	48,800
Subtotal Revenue	6,918	10,160,939	0.1%	10,154,021
Estimate Ending Balance	-2,231,381	198,279		
Designated Reserves POLICY FY 24 (July 2023 - June 2024)				
Bond Reserve	0			
Public Health Emergency	2,500,000			
Capital Improvement	5,000,000			
Emergency Reconstruction Response	500,000			
Operations	4,981,330			
Vehicle & Equipment Replacement	250,000			
IT Equipment Replacement	250,000			
	13,481,330			

**CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT
BOARD OF TRUSTEES**

2023 TRUSTEE COMMITTEES

NAME	ADVANCE	AUDIT	BUDGET	EXECUTIVE	PERSONNEL
AINSLEY	X		X		X
CARLSTON		X			X
CLAYTON			X		X
COWEN			X		X
DIAMOND					X
DUPIN	X				
DOLGONAS		X			
FINLINSON	X			X	X*
FRANKENFIELD			X		
HOGAN	X				
KRIEG		X*		X	X
MARKER			X		
PAY	X*		X*	X	
PELLEGRINI	X	X		X	X
PINCKNEY					
WONG		X			
YOUNG				X*	

* CHAIRPERSON

BOARD APPROVAL:

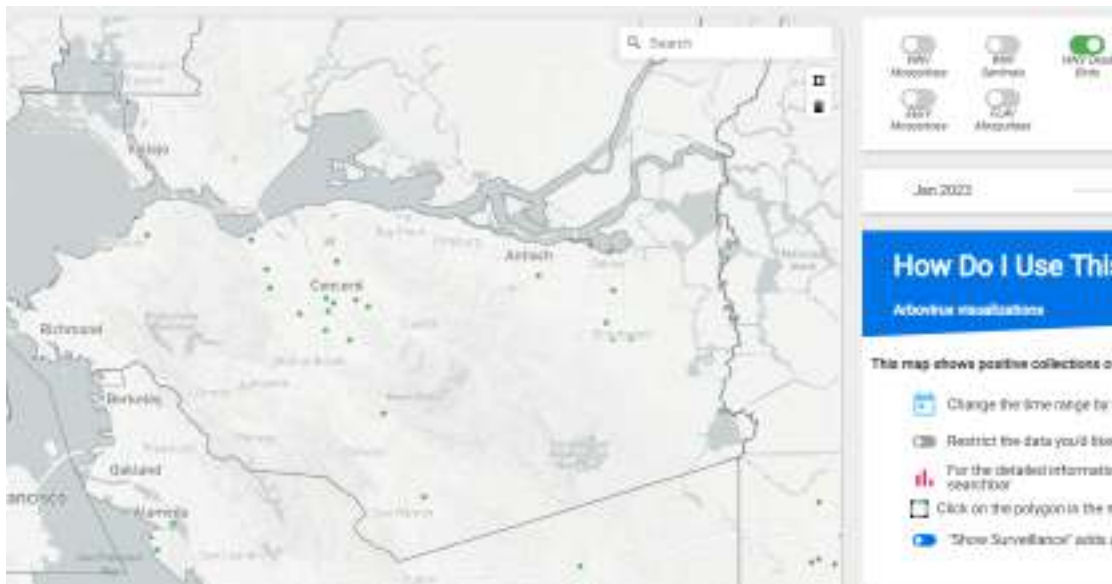
August 2023 Mosquito and Arbovirus Surveillance Report

Updated September 1st by Steve Schutz, Ph.D., Scientific Programs Manager

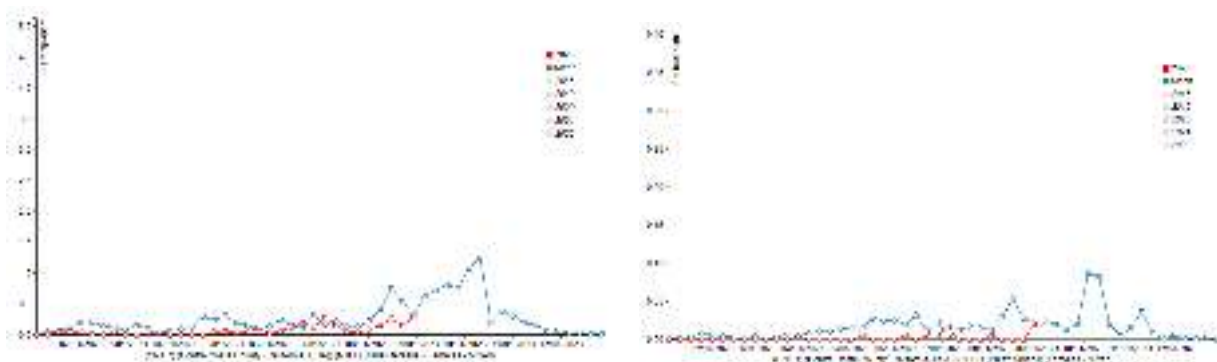
Human cases: As of September 1st, 75 human cases of West Nile virus had been reported statewide. One 'presumptive positive' case has been reported in Brentwood, we are awaiting confirmation. One human case of Saint Louis Encephalitis was reported in Kern County.

Horses: 16 equine cases of WNV have been reported statewide. An effective vaccine is available for horses; most affected horses have been unvaccinated.

Dead birds: 358 dead birds have been reported to the statewide hotline by Contra Costa County residents so far this year, 55 birds were submitted for testing, 22 were WNV positive, with a cluster of reports from the Concord area.



Light trap counts: Twenty-three traps are currently being operated daily year-round, with collections made weekly by field technicians. *Culex tarsalis* and *Cx. pipiens* counts are currently average countywide.



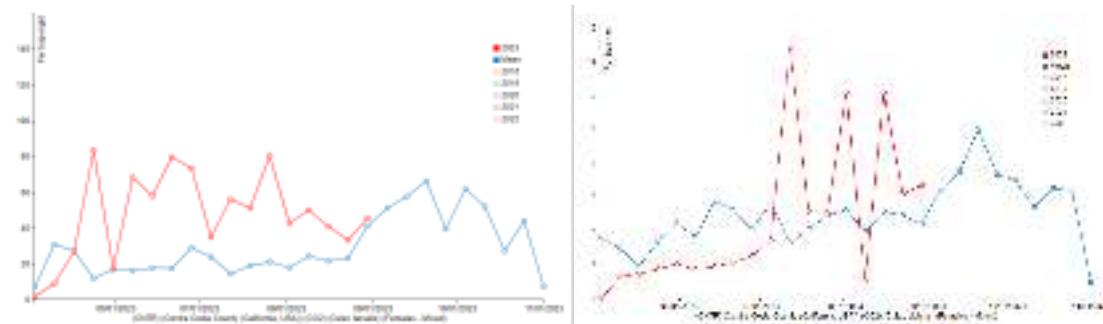
Culex tarsalis counts (red) vs. 5 year average (blue)

Culex pipiens counts (red) vs. 5 year average



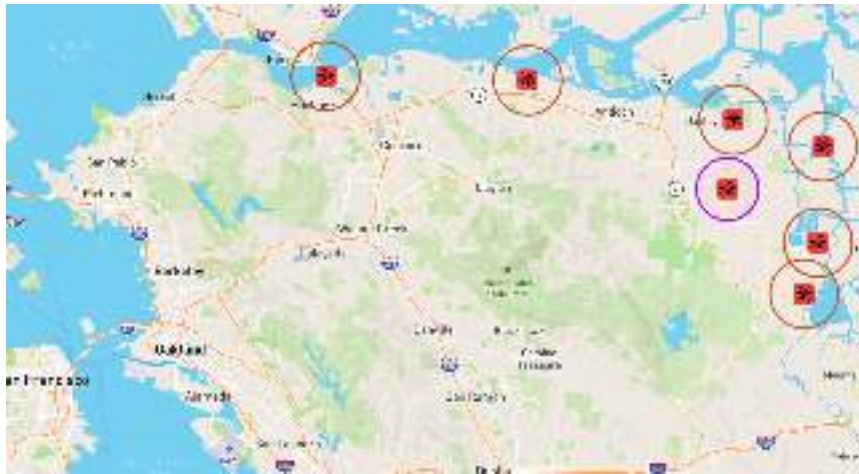
Map showing light trap locations and relative average species counts from August 1-31st

CO₂ traps: Currently, *Culex tarsalis* and *Culex pipiens* counts are slightly above average Countywide.

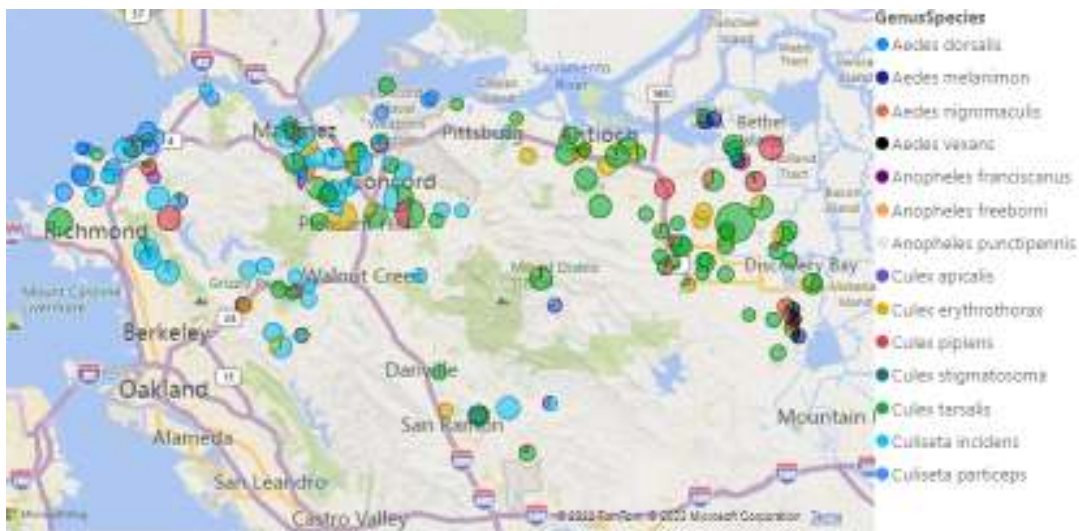


Map showing CO₂ trap locations and relative average species counts from August 1-31st (note: several 'random' traps set at the Richmond Chevron refinery are included)

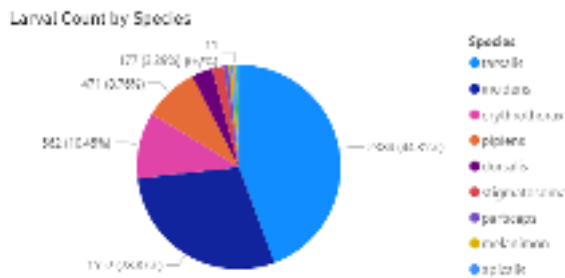
Mosquito testing: 365 pooled samples have been tested through August 31st, 11 have tested positive for WNV (four from Discovery Bay, two from Martinez and one each from Brentwood, Pittsburg, Oakley, Byron, Knightsen).



Larval samples: Lab staff continues to process larval samples collected by field employees daily, year-round. *Culex tarsalis* and *Culiseta incidens* were the most abundant species in larval samples in August.



Larval samples, August 1-31st 2023.



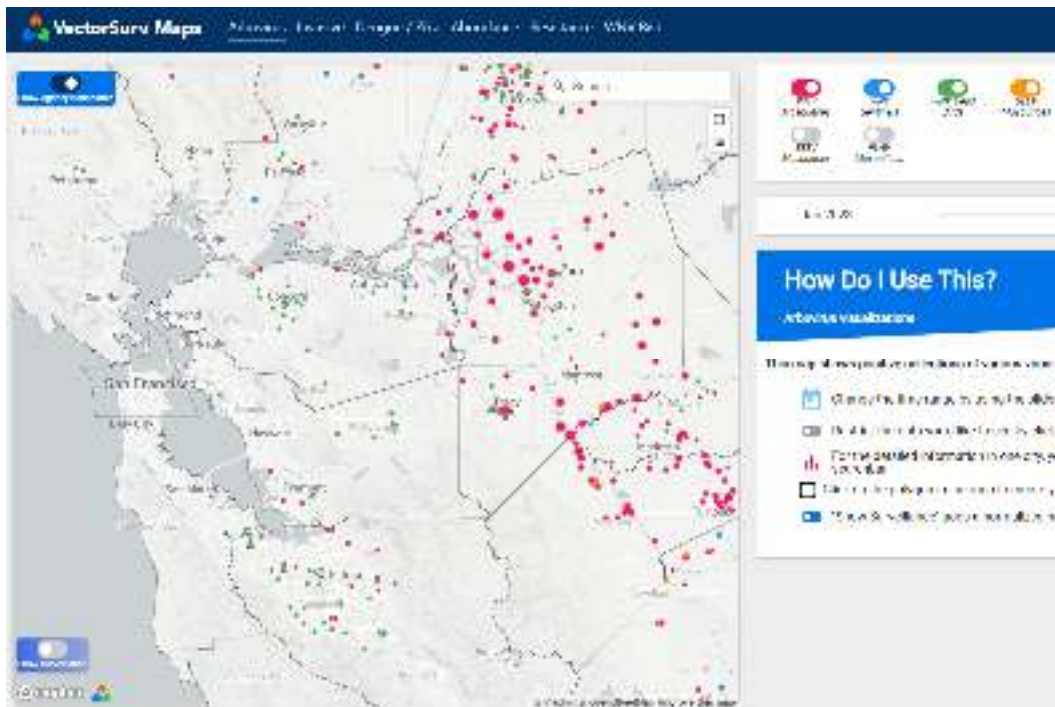
Invasive *Aedes* surveillance: We have been conducting weekly surveillance trapping for *Aedes aegypti* in the area of Martinez where we found them last year; so far, none have been collected.

Sentinel chickens: Through September 1st, 5 sentinel chickens in two of our flocks (4 in Oakley, 1 in Knightsen) have tested seropositive for WNV.

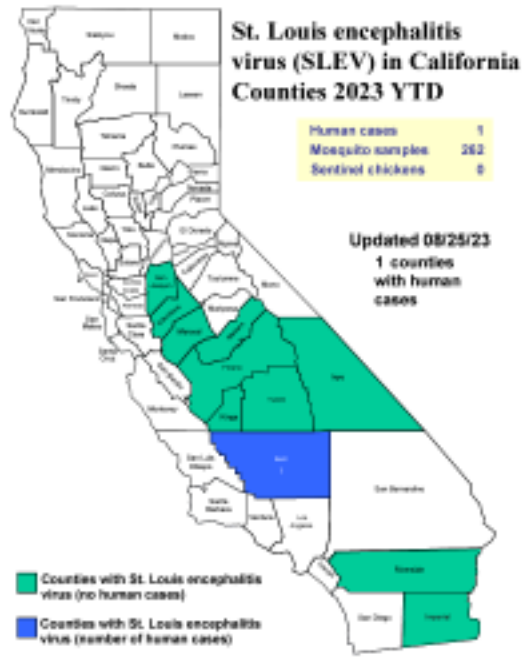
Other projects: We assisted personnel from CDPH with an investigation of a human case of Rocky Mountain spotted fever to determine whether the patient might have been exposed in Contra Costa County by collecting *Dermacentor* ticks at several golf courses the patient may have visited. In addition, in collaboration with CDPH, we conducted resistance testing of local mosquitoes to several active ingredients. We are also collecting midges from our light traps for a researcher in southern California.

Weather conditions: Current average overnight low temperatures are above the 55 degree incubation threshold for West Nile virus. Rainfall was well above average for the year. Cooler than average temperatures delayed transmission of WNV so far this season but we are now seeing what looks like an active (pre-drought) season.

Regional: So far this year, WNV activity has been high in the central Valley and is now spilling over into the Coastal Region.



Statewide: So far this year, WNV activity has been reported in 37 counties (75 human cases, 5 fatalities) and St Louis Encephalitis virus activity has been reported in eleven counties, with 1 human case reported in Kern County.



August 2023 Operations Report

Prepared on August 5, 2023 by Terry Davis and Jeremy Shannon - Program Supervisors, and David Wexler - Operations Manager

General:

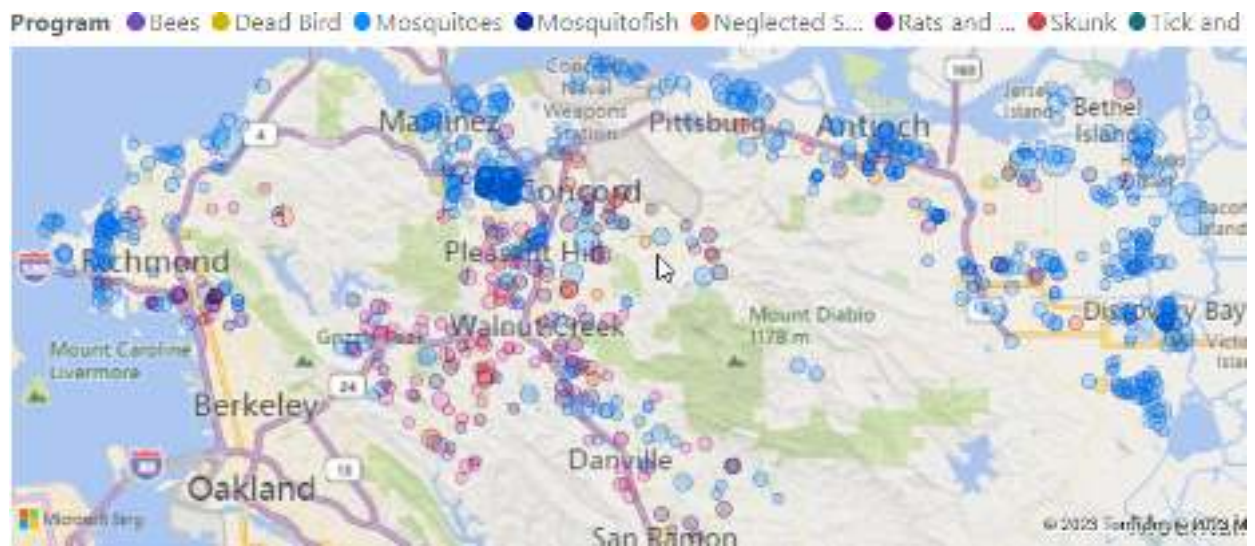
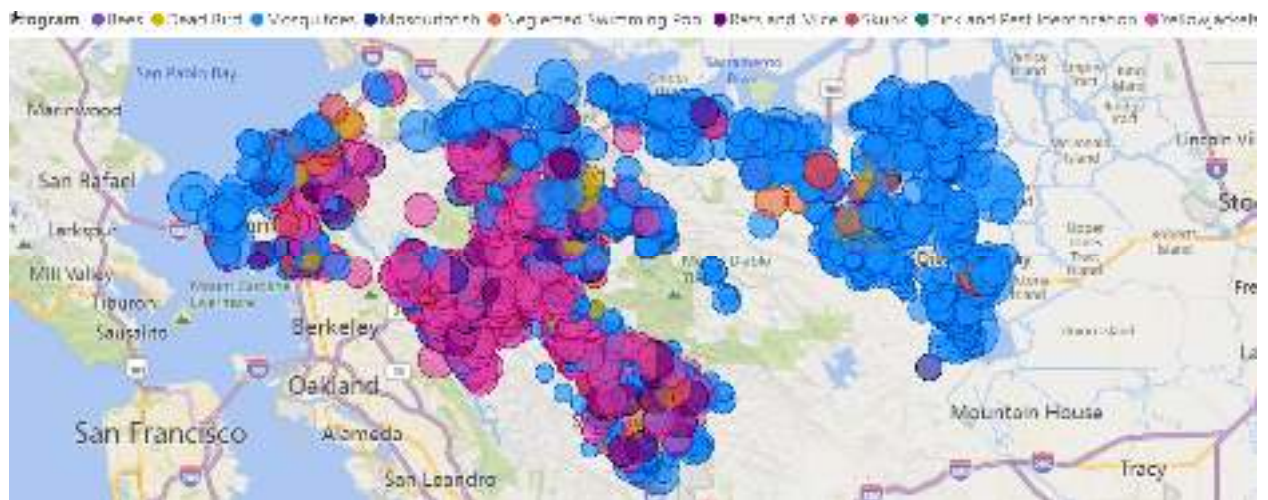
Last year this time we discovered *Aedes aegypti* and we spent our time going door to door in Martinez. So far this year we have not found them again in Contra Costa County, but yellowjacket service requests are demanding more resources.

A larvicide treatment via drone was performed on a property in the eastern part of the county in August, coordinated and contracted by the landowner. The District provided guidance and helped facilitate the landowner to manage their property.

The District has proceeded with the purchase of the first electric vehicle in our fleet, as approved in the Budget. New equipment will be available for viewing!

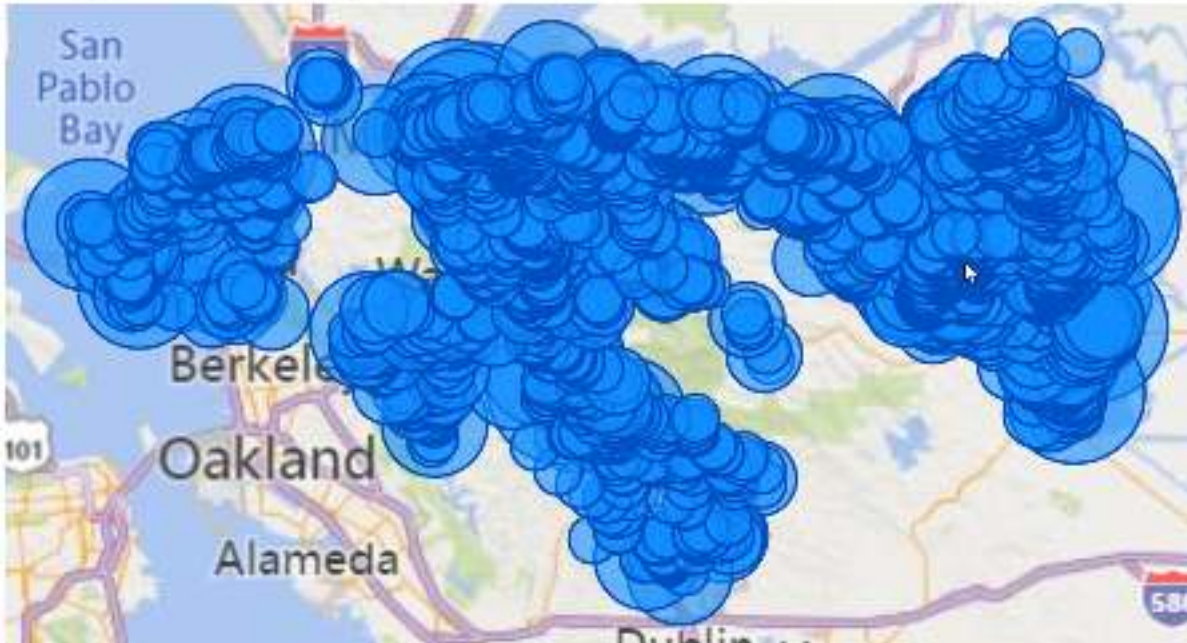


August 2023 - All Program Actions



August 2023 Mosquito Program Actions

Program ● Mosquitoes



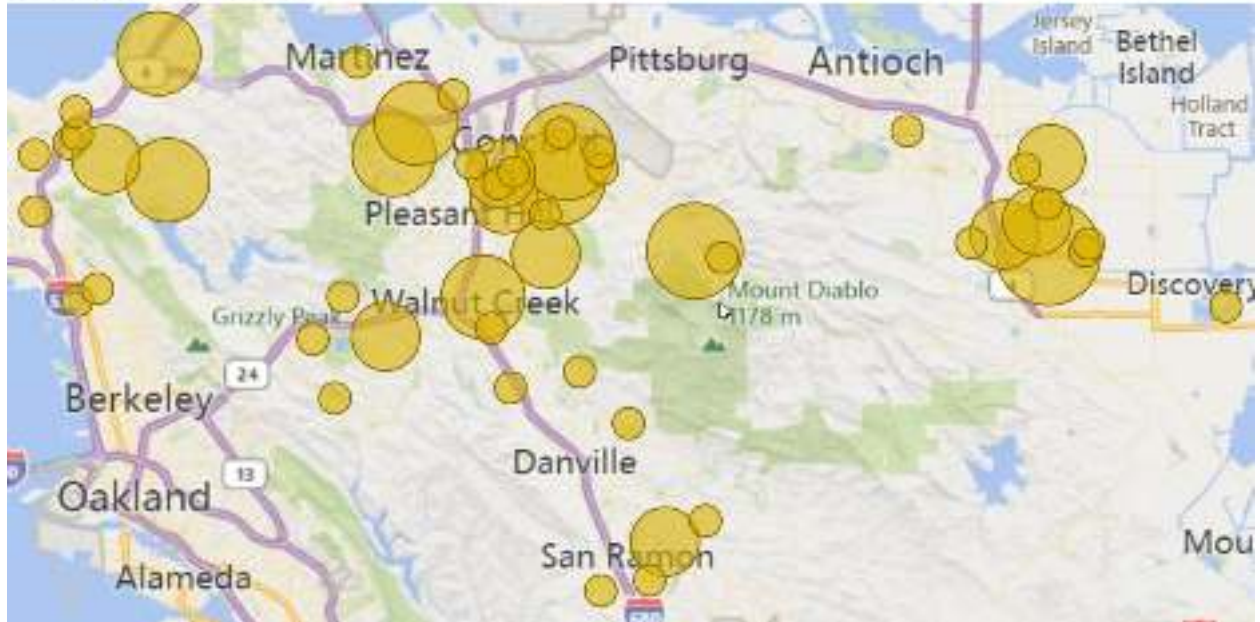
Program	August	Total
Mosquitoes	5688	5688
Collect Trap	620	620
Larval Surveillance	258	258
Place Trap	523	523
Site Treatment - Adulticides	8	8
Site Treatment - Larviciding	871	871
Site Visit	3350	3350
SR Notes	2	2
SR Review	56	56
Total	5688	5688

August 2022 (Invasive)

Program	August	Total
Mosquitoes	8693	8693
Collect Trap	548	548
Larval Surveillance	246	246
Place Trap	550	550
Site Treatment - Adulticides	8	8
Site Treatment - Larviciding	1035	1035
Site Visit	5271	5271
SR Response	24	24
SR Review	1011	1011
Total	8693	8693

August 2023 Dead Bird Program Actions

Program ● Dead Bird

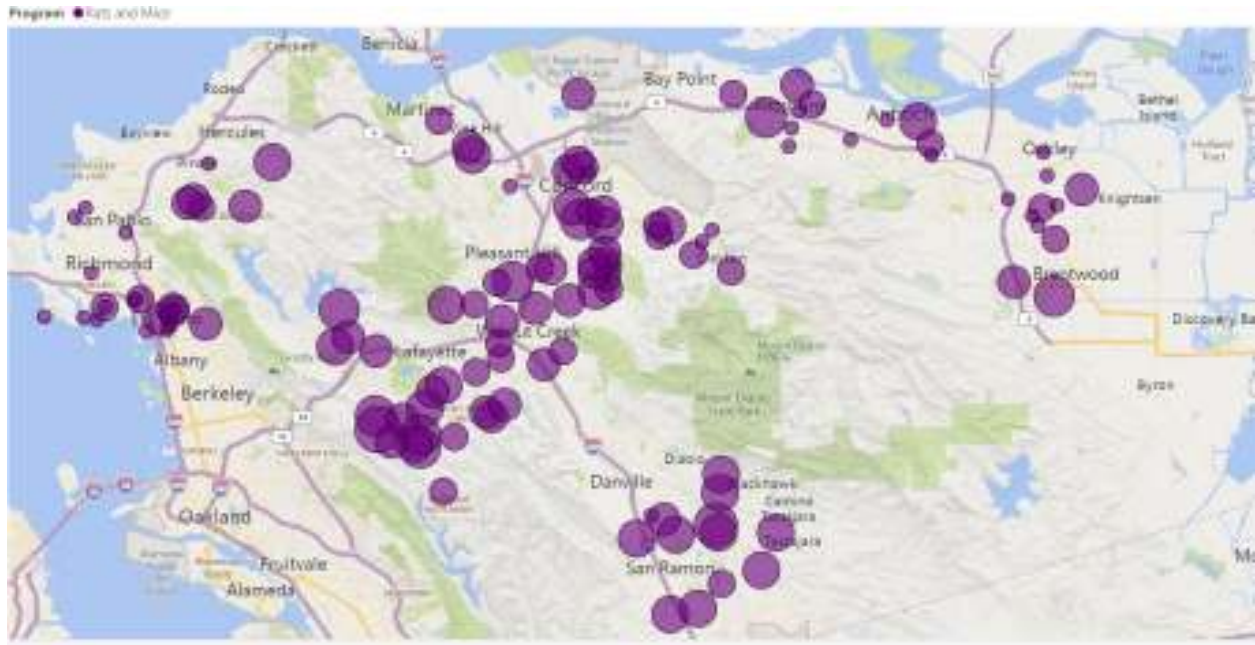


Program	August	Total
<input checked="" type="checkbox"/> Dead Bird	86	86
Site Visit	19	19
SR Notes	4	4
SR Response	52	52
SR Review	11	11
Total	86	86

August 2022

Program	August	Total
<input checked="" type="checkbox"/> Dead Bird	28	28
Site Visit	10	10
SR Response	10	10
SR Review	8	8
Total	28	28

August 2023 Rodent Program Actions



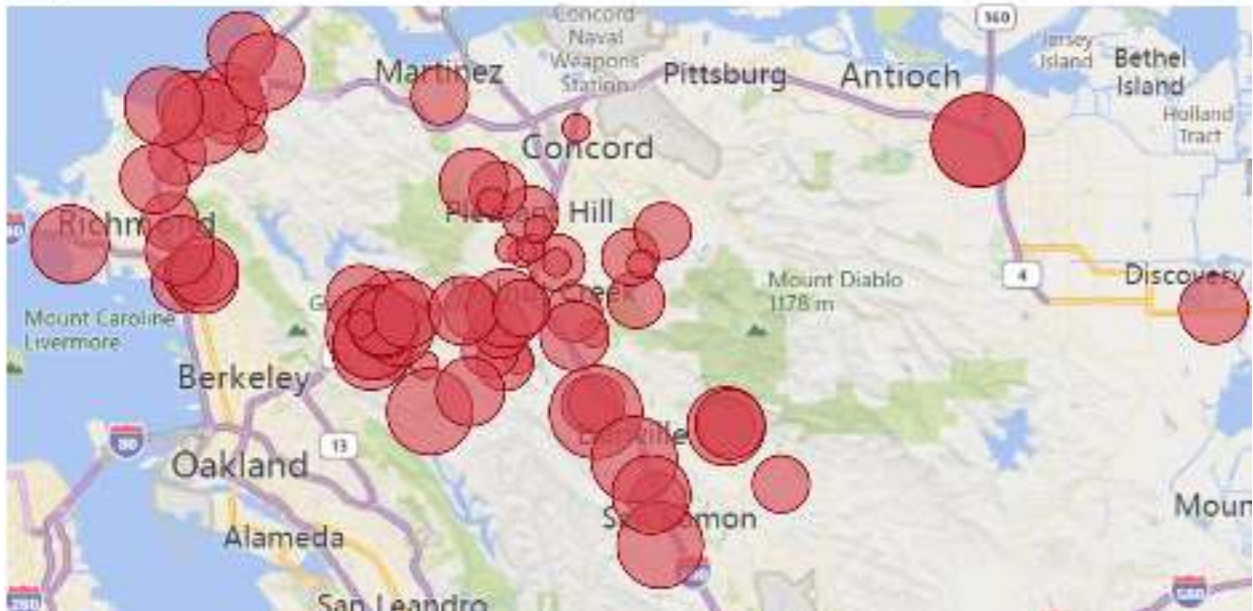
Program	August	Total
<input type="checkbox"/> Rats and Mice	326	326
Site Treatment	11	11
Site Treatment - Adulticides	2	2
Site Treatment - Larviciding	2	2
Site Visit	234	234
SR Notes	5	5
SR Review	72	72
Total	326	326

August 2022

Program	August	Total
<input type="checkbox"/> Rats and Mice	247	247
Site Treatment - Adulticides	1	1
Site Treatment - Rodenticide	5	5
Site Visit	182	182
SR Response	3	3
SR Review	56	56
Total	247	247

August 2023 Skunk Program Actions

Program ● Skunk



Program	August	Total
Skunk	194	194
Site Visit	143	143
SR Notes	3	3
SR Response	1	1
SR Review	47	47
Total	194	194

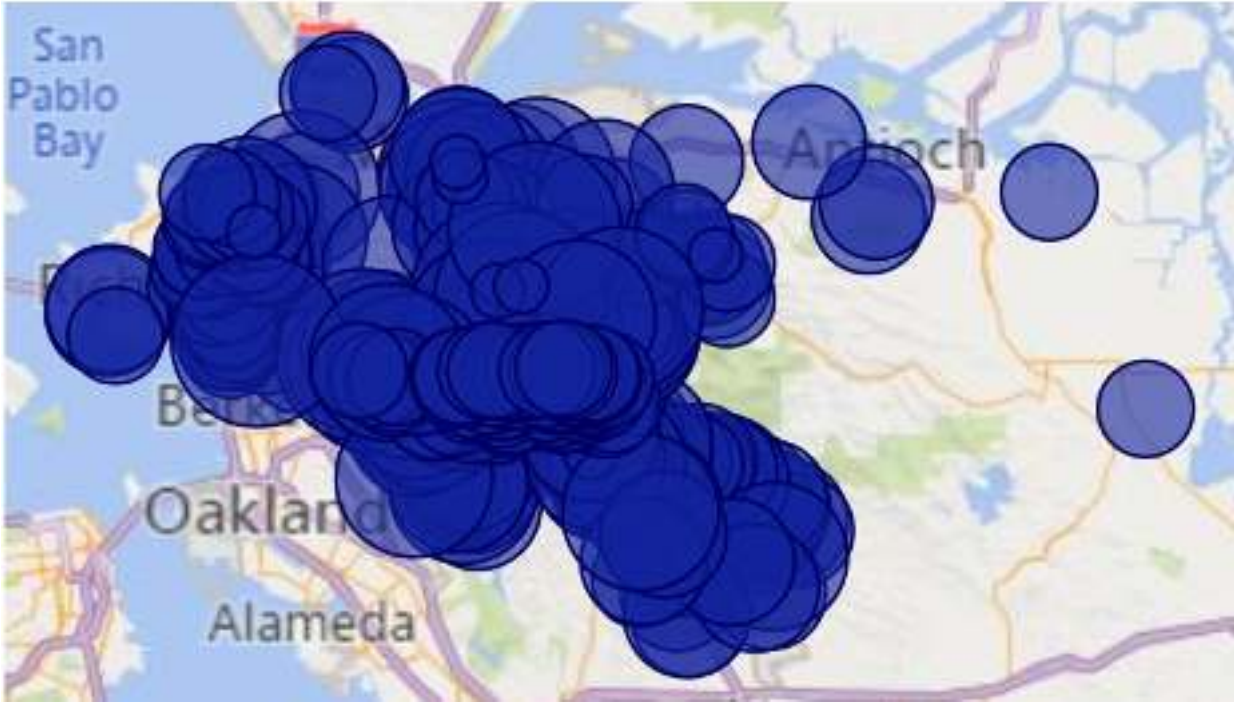
Animal Pickup: 10

Program	August	Total
Skunk	166	166
Site Visit	127	127
SR Review	39	39
Total	166	166

Animal Pick up: 15

August 2023 Yellowjacket Actions

Program ● Yellowjackets



Program	August	Total
▲ Yellowjackets	1593	1593
Site Treatment - Adulticides	445	445
Site Treatment - Larviciding	1	1
Site Visit	565	565
SR Notes	8	8
SR Review	574	574
Total	1593	1593

August 2022

Program	August	Total
▣ Yellowjackets	219	219
Site Treatment - Adulticides	99	99
Site Visit	7	7
SR Response	1	1
SR Review	112	112
Total	219	219

August 2023 Public Affairs Report to the Board of Trustees

Prepared August 30, 2023 by Nola Woods, Public Affairs Director

Presentations & Events

- In August 2023, Public Affairs Department staff provided two presentations and worked two events.
- One presentation was to the Clayton City Council. Public Affairs Director Nola Woods presented information about the District's history, programs, the current state of West Nile virus in Contra Costa County and the need for a newly appointed trustee from Clayton. The other presentation was provided by Public Information and Technology Officer Andrew Pierce to the San Pablo Rotary Club which received similar information as the Clayton presentation as well as an effort to increase interest for a new trustee to fill the vacancy in San Pablo.
- Public Affairs Department staff also participated in the Pittsburg National Night Out, and Rossmoor Farmers Market where Andrew Pierce represented the District and spoke to community members about the District's services and programs.



News Coverage

- In August 2023, the Public Affairs Department issued four news releases about the increasingly widespread risk of West Nile virus (WNV) in Contra Costa County as the number of infected mosquitoes, dead birds, and chickens grew. The District received news coverage and blog coverage as a result of the news releases, from SF Gate, CBS Bay Area, KRON4, KTVU, Contra Costa News, East Bay Times, Bay Area News Group, Bay City News, Walnut Creek Patch, NewsBreak, Claycord, Romick in Oakley, and the Bharat Express News.



Advertising

As of August 2023:

- All of the District's advertising formats are in full swing, and featuring the District's mosquito messaging.



- Online advertising appears on websites within Contra Costa County
- The Brentwood Press reaches Brentwood, Discovery Bay, Oakley, and Antioch
- Your Town Monthly reaches the 680-corridor including Danville, Alamo, Blackhawk, and San Ramon
- Contra Costa Marketplace reaches Hercules, Rodeo, Pinole, El Sobrante, San Pablo, El Cerrito, and Richmond
 - The District also conducts Bus advertising on all three transportation companies in Contra Costa County and on the Digital Billboard on Highway 4 in East Contra Costa County. Both of these advertising options feature the District's general ad displaying all of the District's services.

Social Media

The District uses a combination of Twitter, Nextdoor, Facebook, and Instagram to conduct District outreach on social media.

Twitter (X) Activity — Account @CCMosquito Yearly Comparisons

August 2023 Twitter Activity	August 2022 Twitter Activity
1432 Followers	1416 Followers
14 Tweets	5 Tweets
2970 Impressions	5346 Impressions
8 Likes	36 Likes
3 Link Clicks	64 Link Clicks
0 Profile Clicks	0 Profile Clicks
86 Media Views	189 Media Views
0 Replies	0 Replies
30 Media Engagements	157 Media Engagements
2 Detail Expands	27 Detail Expands
7 Retweets	19 Retweets
9 Profile Visits	26 Profile Visits
0 Mentions	0 Mentions
1 Followers	0 Followers

Most Popular @ccmosquito Tweet — August 17, 2023

- 1983 Impressions
- 4 Like
- 4 Retweet
- 1 Detail Expands
- 18 Media Engagement
- 7 Profile visits



Nextdoor Activity Contra Costa Mosquito and Vector Control District - Local Agency

Overall, as of August 31, 2023, there are:

- 546,568 members
- 295,838 claimed household
- 1007 neighborhoods

The District's Nextdoor activity July 2023

- 15 Posts
- 117 Reactions
- 75,358 Impressions

Most Popular Nextdoor Post — August 7, 2023

- 19 Reactions
- 6777 Impressions



**Facebook Activity — Account @CCMosquito
Yearly Comparisons**

August 2023 Facebook Activity
 31 Followers
 15 Posts
 21 Likes
 1 Love
 2 Wow
 1129 Post Reach
 1197 Post Impressions
 13 Share
 53 Other Clicks
 4 Comment
 20 Link Clicks
 22 3-Second Video View

August 2022 Facebook Activity
 (Facebook no longer allows Insights to determine the past # of followers)
 2 Posts
 1 Likes
 0 Loves
 0 Wow
 163 Post Reach
 197 Post Impressions
 3 Shares
 6 Other Clicks
 13 Post Engagements
 18 3-Second Video Views

Most Popular @ccmosquito Facebook Post — August 4, 2023

561 Impressions
539 Post Reach
7 Likes
1 Love
2 Comments
9 Link Clicks
2 Shares
42 Other Clicks



Also, on Facebook, a member of the public thanked CCMVCD for treating a yellowjacket ground-nest after she was stung.



Instagram Activity — Account @contracostamosquito

August 2023 Instagram Activity

15 Posts
65 Followers
16 Likes
266 Post Reach

Most Popular @contracostamosquito Instagram Post — August 2, 2023

36 Post Reach
1 Like



Publications

*** A note regarding the 2023 Annual Report:**

At 6:45 p.m. September 11, 2023, the District will take the Board of Trustees' in-person picture for the 2023 Annual Report. Please arrive 15 minutes early for the September Board of Trustees Meeting to participate in the first in-person picture since 2019.

- **Total Constant Contact Subscribers**

- Constant Contact is how the District distributes Mosquito Bytes newsletters, Employee Newsletters, Adult Mosquito Control Notifications, and News Releases.
 - August 2023
 - 2961 Subscribers
 - August 2022
 - 2866 Subscribers

August 21, 2023 Mosquito Bytes Newsletter provides Contra Costa County residents with information on how little standing water it takes to produce mosquitoes and tips for reducing the risk of mosquitoes and mosquito-borne disease.

- 1499 Sent
- 47.9% Opened
- 0.8% Click Rate
- 97.2% Desktop Opens
- 2.8% Mobile Opens



Details regarding the District’s four news releases in August 2023 are listed above.

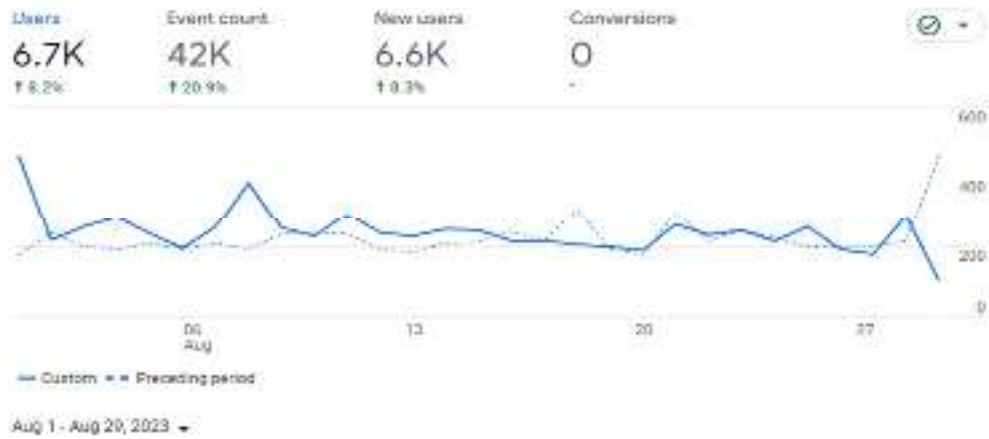
Website Statistics

- **Website Terminology**

Terms - Website Statistics

- **Users:** Person visiting the website
- **New Users:** New person who, according the website data, has never visited the website before
- **Sessions:** A group of user interactions with the website that take place within a given time frame.
- **Number of Sessions per User:** The total number of sessions divided by the total number of users.
- **Pageviews:** An instance of a page being loaded (or reloaded) in a browser. Pageviews is a metric defined as the total number of pages viewed.
- **Pages/Sessions:** Average of individual pages visited and individual sessions per user.
- **Avg. Session Duration:** Average length of each session
- **Bounce Rate:** Single-page sessions divided by all sessions, or the percentage of all sessions on the website in which users viewed only a single page.

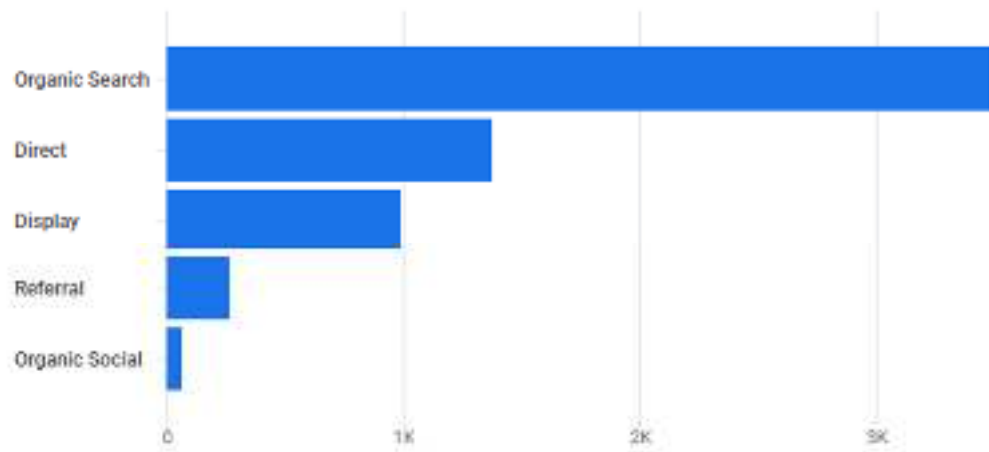
- Overview of Website Usage August 1-30, 2023



- Device Preference August 1-30, 2023 (On what device do people visit the website)



- How Visitors Arrive at the District's Website - August 1-30, 2023



Customer Service Program

- **Physical survey cards**
 - Up to 30 are sent out each week, year-round to county residents at random
 - The postage-paid cards are sent two weeks after the initial service request
- **“Contact Us” form via the District website**
 - Residents can provide questions, comments, and concerns at any time via [the District website](#).
 - Messages are received in real time.
 - The Public Affairs staff review all incoming online comments from residents and respond as deemed appropriate.
- **Examples of August, 2023 Online “Contact Us” submitted comments**
 - Inquiry re: Pest/stinging insect identification
 - Inquiry re: Insect identification services specific to “yellow-legged bees”
 - Inquiry re: Over-watering at HOA property; questions specific to our services
 - Inquiry re: House flies and what to do about them
- **Examples of August, 2023 Survey Card Responses:**

“Good, prompt response from your employee. He instructed me what to do regarding the treated yj nest.”

“Steve returned three times to treat a difficult-to-reach yj nest.”

“We used to get fish from your office, which was more cost-effective.”

“Josefa Cabada was just awesome!”



**FIVE-YEAR STRATEGIC PLAN
2022-2026**

July 2023 - Progress Report

The following goals have been discussed and approved during the strategic planning process and are part of the approved and adopted 202-2026 Five-Year Plan. Timelines follow the ones provided in the plan and are shown are in half-years – for example, 1-2023 refers to the first half of 2023.

a. Board

#1. Evaluate process to fill Board vacancies – There have been 2 to 5 vacancies on the Board of Trustees each year, which may become a problem for quorum at meetings and for representation for the cities with vacant seats on the Board. The current procedure is to contact the cities through email and regular mail, notifying them of the vacancy. Sometimes multiple follow ups are necessary to get a response. The level of engagement of the cities in the process has varied. In addition, the General Manager has attended and presented at the Mayors Conference and has engaged with city officials, with varying results.

Expected Timeline – 2-2022, 1-2023

Update – We have reached out to the cities with vacancies multiple times to remind them of their open Trustee position. We offered and requested to give presentations at their City Council meetings. The District’s Public Affairs Director gave presentations to the cities of El Cerrito, Clayton, and San Pablo in October and November 2022. We welcomed a new Trustee from El Cerrito in March 2023 and there is a new vacancy from Brentwood. In addition, we mailed packages to all cities, which included our Annual Report and a letter. The letter to the cities with vacancies included additional information about our Board and the vacancy.

#2. Update the Trustee Manual – The last full update to the Trustee Manual was done by previous management in 2016. Since then, staff has updated small sections of the manual as needed but some of the information is outdated, policies need to be re-evaluated, and new ones need to be created. In 2019, an Ad Hoc committee of the Board started working on the manual and the Board approved some changes to the manual in 2020. In the end of 2021, the Executive Committee recommended that staff continue working on the manual as time permits, and that a draft be presented to the committee when possible, for further discussion. Some of the topics to be reviewed in the manual are: role of the Board of Trustees, effective meetings, Board and staff interaction, new trustee orientation process, and others.

Expected Timeline – 1-2023, 2-2023

Update – In 2022, the Executive Committee asked staff to continue working on updating the manual with the directions and comments they have received from previous meetings. We have started to incorporate those into an updated document but, with the transition of the Administrative Analyst II to the Financial Administrator position, the project was paused for the moment and will resume as soon as possible. The Executive Committee met in May, 2023 and

discussed a few topics from the manual, such as onboarding of new trustees, trustee introductions, expectations, and understanding of financial reports. The committee met again in June, 2023 and discussed previous resolutions and policies and a process to make sure they are up to date. Staff will continue working on the manual.

#3. Implement an Annual Trustee Workshop – Trustees have requested a special meeting in the form of a workshop to help promote better understanding of each trustee’s background and experience and conduct other business, such as the evaluation of Board roles, committees, and their composition.

Expected Timeline – 2-2023, 2-2024, 2-2025, 2-2026

Update – outside of timeline, but the Executive Committee met in May, 2023, and discussed topics of interest for the workshop, timelines, location, and directed staff to look for a facilitator for a full-day workshop in November 2023.

#4. Review for opportunities to enhance the efficacy of each committee’s operation – The District Board of Trustees relies heavily on the work and recommendations of the individual Board Committees. During the past several years, there has been turnover in the Committee membership and key District personnel. Also, COVID 19 restrictions have limited the effectiveness of communication both among Trustees and between Trustees and District staff. Each Committee may wish to review its purview, associated data requirements and other metrics in order to provide their approval recommendations, advice and oversight.

Expected Timeline – 1-2023, 1-2024, 1-2025, 1-2026

Update – Committees and their composition have been approved by the Board earlier in 2023. As part of the Trustee Manual update we will ask each committee to recommend updates to their description, charges, and expectations. The Executive Committee met in May, 2023, and discussed topics that could be included in the workshop (see above), which included committee charges, structure, succession, and oversight.

b. Administration

i. General

#1. Create processes for continuity and retention of institutional memory – In the past 5 years, there have been 11 retirements at the District, representing 1/3 of the total employees. Most of these have been key positions in the District and represented a real challenge for staff

due to the loss of historical and institutional knowledge. Staff needs to continue working on better documentation of all processes and better planning for situations like this.

Expected Timeline – ongoing

Update – We worked on better documentation for each department. Managers have been tasked with creating manuals, videos or guides to each process in their departments. We have created a space for better file and folder organization using Google drive, in which access can be modified, and files and folders can be reassigned when an employee leaves.

#2. Improve process efficiency – Many of the processes in the District are/were antiquated and used outdated technology. Staff needs to continue working on evaluating processes, identifying areas of improvement, such as digitalization of records and organization of digital files, and improving efficiency of all processes.

Expected Timeline – 2-2022, 1-2023, 2-2023, 1-2024, 2-2024

Update – We have continued to improve in this area. All personnel files for current employees have been scanned and digitalized, as well as medical and investigation records. We are evaluating past employees' files against our retention policy to determine which ones will need to go through the same process. We are also slowly going through all physical folders in the front office and evaluating them against the retention policy and scanning and organizing all information.

#3. Enhance reputation and credibility of the District and staff – The District aspires to be one of the lead mosquito control agencies in California, especially in the areas of innovation and applied research, and we would like to promote greater participation of staff at conferences, more presentations, and collaboration with other agencies. We would also like to enhance the District's reputation with our own residents, by improving the general knowledge of the services provided. In addition, we would like to go through CSDA's District of Distinction Accreditation in order to highlight our prudent fiscal practices along with other areas important to effectively operate and govern a special district.

Expected Timeline – ongoing

Update – We have offered presentations to the various agencies listed as alliances in our 5-Year Plan. We have continued to promote participation and presentations by staff at conferences, and there were four presentations by the District at the February MVCAC Annual Conference. We have started to work on the application for CSDA's District of Distinction Accreditation. The General Manager attended the CSDA GM Summit, where she was able to network with various special district managers. In addition, the District now is the current host agency for the Contra

Costa Special Districts Association meetings, which is another opportunity to network and get our message out.

#4. Improve transparency – In an effort to show transparency in the District’s operations and governance, we would like to work towards CSDA’s Transparency Certificate of Excellence.

Expected Timeline – 1-2023, 2-2023, 1-2024, 2-2024

Update – We have started to work towards this certificate, which include basic transparency requirements, website requirements, and outreach requirements. We have reviewed the requirements and are working our way through them.

#5. Continue to explore areas where consulting services can be used – The District is a small agency with limited staff. The District has used consultants when possible, to alleviate workloads as needed. Staff will look into additional areas where consultants should be used.

Expected Timeline – ongoing

Update – We continued to use consultants as needed, such as RKL (company that we use as consultant for Sage, the financial software) and more recently, Rick Wood, Finance Director from CSDA. We have started conversations with CPM to assist with planning and overseeing our capital improvement project.

#6. Continue to assess organizational structure and needs – Reviewing the organizational structure on a regular basis will help ensure the District is set up for optimal growth and maximum performance, and will enable the District to adapt to changes.

Expected Timeline – 1-2023, 1-2024, 1-2025, 2-2025, 1-2026

Update – Done for 2023 and organizational chart was included for discussion and approval by the Board at the May meeting.

#7. Evaluate mutual aid agreement with other agencies – In case of a real and immediate threat of invasive Aedes or another emergency that requires quick access to trained professionals and calibrated equipment on a short-term basis, having a mutual aid agreement with other mosquito control districts in the Coastal region would be extremely beneficial.

Expected Timeline – 2-2022

Update – Completed within timeline. Mutual Aid Agreement was approved by the Board and signed on October 2022.

#8. Establish relationships with new state, county and local elected officials – New laws and regulations are constantly being approved and enacted. Staying on top of these when they are first proposed and tracking them is extremely important, as is making sure elected officials know and understand the great work our District and the mosquito control industry as a whole do.

Expected Timeline – ongoing

Update – In March 2023, the General Manager participated in a Special Districts Roundtable with Assemblymember Buffy Wicks. Later in March 2023, the Public Affairs Director and General Manager participated in the MVCAC Legislative Day, which was in person this year. They had the opportunity to meet with the offices of Senators Steve Glazer, Bill Dodd, and Nancy Skinner, as well as assemblymembers Lori Wilson, Buffy Wicks, Tim Grayson, and Rebecca Bauer-Kahan. During those meetings, they talked about the District and the services provided to Contra Costa County residents, and presented the material prepared by the association. They have followed up with additional materials, including our Annual Report, and extended invitations for them to tour the District and learn about the services provided.

ii. Human Resources

#1. Evaluate HRIS for automation of processes – HRIS, or Human Resources Information Systems, is software designed to help businesses meet core HR needs and improve productivity. That software will be used for recruitment and onboarding, time and attendance, benefits administration, and other HR-related challenges.

Expected Timeline – 2-2023, 1-2024, 2-2024, 1-2025

Update – outside of timeline, no update yet

#2. Continue working on employer-employee relations, improve overall morale, engagement and team environment – With the recent hire of the HR and Risk Manager, we plan to continue working on improving employee satisfaction and general relationships among staff, and supporting a safe, healthy, and positive workplace.

Expected Timeline – ongoing

Update – We have increased communication around performance and consistent engagement standards, so that all employees understand what is expected of them. Throughout the response

to invasive mosquitoes last summer, teamwork was emphasized; all departments participated in the response, adding to the cohesiveness of the team we are building. In March and May, the General Manager met with staff in town hall-style meetings, allowing staff to bring up and discuss their concerns, and we have plans to continue having these open discussions more frequently going forward.

iii. Information Technology

#1. Implement processes to prevent cyberattacks by improving cybersecurity and conducting training – With the continuously expanding reliance on computer systems, the internet and wireless network standards, and the growth of smart devices, the District needs to develop a strong cybersecurity strategy to provide a good security posture against malicious attacks designed to access, alter, delete, destroy or extort systems and sensitive data, and to disrupt our operations.

Expected Timeline – ongoing

Update – We conducted training for all employees on cybersecurity and the role each employee plays on it in 2022 during cyber week, and in 2023 during annual employee training. More extensive training was budgeted for the next fiscal year.

#2. Continue assessing technology needs and updating equipment – Technology evolves rapidly and may become obsolete and impede productivity. The District needs to continue to review the current technology landscape, and update or replace aging and obsolete equipment and software, and plan for purchase of new equipment as needed.

Expected Timeline – ongoing

Update – The IT Systems Administrator continued to evaluate equipment needs and replace it as needed. Additional purchases have been budgeted for the next fiscal year.

#3. Create and maintain the District Intranet/Google Workspace – Having a private, secure network that can only be accessed by District employees and is managed in-house will enable better file storage and access and better communication among employees. It would also facilitate training and onboarding.

Expected Timeline – 2-2022, 1-2023, 2-2023

Update – The Contra Costa MVCD Intranet page was created and content was added. Employees can easily access policies, forms, mandatory documents (Injury and Illness, Workers Compensation), benefits, and other training and tutorials on that page, which is updated

regularly. In addition, the District is in the process of migrating all folders and files from an external server to the cloud. Employees have already moved all folders from their computers into the cloud, and shared folders will be completely moved by the end of 2023, as expected.

#4. Continue to provide training, create training videos that can be archived – Live trainings are great but having an archive of recorded training videos will greatly aid on the training of new employees and may serve as a refresher training for current employees.

Expected Timeline – 1-2024, 2-2024, 1-2025

Update – outside of timeline, no update yet

iv. Finances

#1. Look into investment diversification – Staff would like to look into other institutions besides LAIF to deposit District’s funds. The District has an approved Investment Policy, which will continue to be followed.

Expected Timeline – 1-2023, 2-2023

Update – Ongoing. The District has discussed options with the Budget Committee and has opened an account with Five-Star Bank. More discussions are planned for the upcoming meetings, and we anticipate opening an account with CLASS soon.

#2. Apply for and obtain the Certificate of Achievement for Excellence in Financial Reporting – The Government Finance Officers Associations (GFOA) offers a program to encourage and assist local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare annual comprehensive financial reports that show transparency and full disclosure. The District would like to obtain that certificate and will need to work with the auditors to ensure the financial statements have all the information needed before applying.

Expected Timeline – 2-2023, 1-2024

Update – outside of timeline, no update yet

V. Public Affairs

#1. Expand public and other agencies’ understanding of the District and services we provide – There seems to be much misunderstanding among other agencies regarding the services the District provides. Sometimes customers are referred to us by other agencies for services we do

not provide, and sometimes there are missed opportunities for providing a service or collaboration because the agency was unaware of the services we provide. Messaging presented to other agencies should be tailored to each agency.

Expected Timeline – ongoing

Update – We are in the process of reaching out to community members and other agencies to provide presentations to them about the District’s services, including what services have been provided during the last 12 months in the community where the presentation is being given and how we can work with other agencies on our efforts to protect public health.

#2. Improve internal and external communication – Effective communication is fundamental in order to achieve many of the goals in this plan.

Expected Timeline – ongoing

Update – The creation of the District’s Intranet (see Goal b.iii.3. above) provided a great vehicle and the opportunity to improve on internal communication. All employees are required to have the Intranet bookmarked on their work computers for easy access to the information. Efforts to improve external communication are also ongoing and are better addressed in the updates on the goals below.

#3. Expand communication vehicles, explore other options on social media – There has been a great deal of change on the way different people choose to receive news and communicate, fueled by advances in technology. The District would like to evaluate different vehicles and expand the ways we communicate with the public.

Expected Timeline – 2-2023, 1-2024, 1-2026, 2-2026

Update – outside of timeline, no update yet

#4. Work with new developments to educate new residents on the services we provide – New housing continues to be developed in many areas of Contra Costa County. Many times, these are built in previous agricultural areas and adjacent to wetlands or additional agricultural areas. New residents may not be aware of the vector issues they may be facing or of the services we provide.

Expected Timeline – ongoing

Update – We are in the process of reaching out to new home developers, HOAs, and Realtors to provide information about who we are, what we do to protect public health, and the fact that

residents already pay for our services through their property taxes, so there is no additional charge.

#5. Promote Dead Bird Program – With West Nile virus becoming endemic in the United States, and with it being present in Contra Costa County since 2004, there seems to be a fatigue in reporting dead birds to the District. By finding other ways to promote the dead bird program, we hope to increase reporting by the public, and therefore WNV testing and additional surveillance to protect them.

Expected Timeline – 2-2023, 2-2024, 2-2025, 2-2026

Update – outside of timeline, no update yet

#6. Explore virtual ways to provide communication and engage the community – Many lessons were learned during the COVID pandemic. One of them was how to conduct virtual meetings and how to do it effectively. This may prove to be an excellent way from now on to continue engaging the community and to provide information.

Expected *Timeline* – *ongoing*

Update – We are creating a virtual tour of the Education Center for schools and community groups to encourage interest in visiting the Education Center in person. Staff are completing the finishing touches on the Education Center and then will create a flyer with information about the Education Center. The goal is to distribute the flyer to schools and community groups in fall 2023.

#7. Website – The District website needs to be updated to comply with new legislation (ADA compliance), incorporate dashboards, improve transparency, and to be more user-friendly.

Expected Timeline – 1-2023, 2-2023, 1-2024

Update – We have researched options and have determined the most effective way to manage the District’s website is to hire a third-party vendor to bring the website within requirements to be ADA compliant. We are currently reviewing the content of our website, removing redundant and outdated information, increasing the amount of invasive Aedes aegypti information and making necessary updates to make sure the website is ADA compliant and engaging for members of the public. The new website will be going live soon.

c. SCIENTIFIC PROGRAMS

#1. Enhance surveillance -Increase the number of traps set and number of areas surveyed.

Expected Timeline – 2-2022, 1-2023, 2-2023,2-2024

Update – With the discovery of the invasive mosquito species Aedes aegypti in Martinez in August of 2022, weekly trapping was initiated with two different types of traps, targeting that species. Augmented West Nile virus mosquito trapping is under evaluation.

#2. Continue to evaluate pesticide resistance –Resistance can be very local, so populations from multiple locations should be evaluated for resistance to larvicides and adulticides.

Expected Timeline – 2-2023, 2-2024, 2-2025, 2-2026

Update – outside of timeline, no update yet

#3. Evaluate changes to mosquitofish program – During the COVID pandemic, the District’s mosquitofish service changed and needs to be re-evaluated.

Expected Timeline – 1-2023, 2-2023

Update – Currently (and since 2020) members of the public cannot pick up mosquitofish from our District’s office, and, instead, they are offered an inspection, during which mosquitofish is brought up to them and placed, if the technician determines the location to be suitable for the fish, and the treatment to be appropriate. The change in procedure has helped the District ensure that mosquitofish is properly placed according to all laws and regulations. After an analysis of fish production against average needs over the past 10 years, production has been scaled back to adjust for current needs.

#4. Improve collaboration with Operations on day to day activities and special studies and evaluations – Conduct studies evaluating new materials and efficacy evaluations. Collaborate with Operations on studies to address their needs.

Expected Timeline – ongoing

Update – A field efficacy evaluation/study of the product Natular (larvicide) applied by drone to a marsh area has been performed in June, 2023, as a collaboration between the laboratory, operations, and the product vendor. Another product evaluation is scheduled for later in the season.

d. OPERATIONS

#1. MapVision software - Enhance data utilization, data collection efficiency and entry accuracy, continue troubleshooting and suggesting improvements to the software.

Expected Timeline – 2-2022, 1-2023, 2-2023, 1-2024

Update – We continue to troubleshoot as issues come (mostly synchronization issues or wrong entries at this point). Staff was trained in PowerBI, which allows for better visualization of the data entered in MapVision. We have completed the testing of the Pool Program in MapVision in October 2022, and it will be implemented in the 2023 season. We are currently working on refining the Contract Billing module, which provides the data used for invoicing contracts.

#2. Evaluate products and applications – Collaborate with the laboratory staff on product and application evaluations and efficacy studies.

Expected Timeline – 2-2023, 2-2024, 2-2025, 2-2026

Update – outside of timeline, see Goal c#4 above.

#3. Evaluate and review procedures on the Skunk Program – Evaluate goals of the program and the service provided by the District, propose change in procedures.

Expected Timeline – 1-2023, 2-2023, 1-2024

Update – We have revised and updated the skunk literature (brochure and booklet), clarifying the service provided by the District and focusing on and encouraging long term exclusion practices. We are still investigating the best way to evaluate the program.

#4. Evaluate and review procedures for baiting on Rodent Program – Evaluate areas where baiting can be used.

Expected Timeline – 2-2022, 1-2023, 2-2023

Update – We have evaluated all zones for bait station placements in the second half of 2022, and in January 2023 we have established locations for 10 or more bait stations in each zone. We have reviewed our policies regarding what control products to use when we find rodent activity.

#5. Enhance drone surveillance program and apply and certify to be able to perform treatments with drones – Currently only one employee is certified to use the District drone for

surveillance. We would also like to use a treatment drone to treat areas that are difficult to access more efficiently.

Expected Timeline – ongoing starting 1-2023

Update – A second employee, a Vector Control Technician, has passed the Part 107 In March 2023, and is currently practicing with the District’s surveillance drone. Other two employees are currently studying to take the exams. We have purchased a new drone capable of larvicidal applications (treatment drone) last month, as approved on the FY 22/23 budget.

#6. Facilitate employee cross-training with other districts and ride-along opportunities

Expected Timeline – ongoing

Update – We continued to look for opportunities to send our employees to other districts for cross-training. We have talked to Sacramento-Yolo MVCD and San Joaquin MVCD.

e. SPECIAL PROJECTS

#1. Emergency Planning

Expected Timeline – 1-~~2023~~2024, 2-~~2023~~2024, 1-2026, 2-2026

Update – No progress yet due to workload changes.

#2. PEIR revision or addendum to include new products and technologies

Expected Timeline – 2-2022, 1-2023, 2-2023, 1-2024, 2-2024

Update – We have continued to meet with the other districts in the Coastal region to determine the needs of each one, and the scope of changes that each needs to see in our PEIRs. We have been working with Ascent Environmental and completed a draft scope for a main addendum, which represents the main project, incorporating the items all districts would like to add. In addition to the main project, each district will add items and tailor the document to their specific needs. The estimated cost for the project was included in the FY 2023-2024 budget.

#3. New NPDES application

Expected Timeline – 1-2023, 2-2023

Update – The District operates under a 5-year National Pollution Discharge Elimination System (NPDES) permit as a member of the MVCAC NPDES Coalition. The current permit is expired but

we have not received guidelines for renewal from the State Water Resources and Control Board yet, which means we can still operate under the old permit until new permit requirements are issued. We continued to issue Notices of Intent (NOI) to apply pesticides to all cities in the county, and to comply with the permit and produce an annual report detailing all adulticide and larvicide treatments performed each year.

#4. Building expansion and upgrade

Expected Timeline – starting 1-2023

Update – An ad-Hoc committee of the Board was formed to provide oversight and collaborate with staff on the building remodel project. The committee met in April 2023 to start discussing the project scope and expected timelines. Since then, staff has worked on compiling a list of needed and wanted improvements, and has contacted a consulting company to talk about planning, project management and oversight.